

**ST. PETERSBURG CITY COUNCIL**  
**Consent Agenda**  
**Meeting of March 21, 2024**

**To: The Honorable Council Deborah Figgs-Sanders, Chair, and Members of City Council**

**Subject:** Approving a three-year blanket purchase agreement with Passport Labs, Inc, for parking enforcement software and equipment for the Transportation and Parking Management Department, for a total contract amount of \$500,000; approving a supplemental appropriation in the amount of \$500,000 from the unappropriated balance of the Parking Revenue Fund (1021) to the Transportation & Parking Management Department, Parking Enforcement Division (281-1957).

**Explanation:** This purchase is made pursuant to the terms provided in Omnia cooperative contract no. 05-82. The vendor will provide citation management solutions for the Transportation and Parking Management Department to replace and enhance the existing citation management system with a new state-of-the-art enforcement, meter bagging and parking reservation management solution, advanced permit solution, and a modernized customer relationship management solution, capable of data analytics through consolidation of multiple data sources, and the provision of citation processing services.

Accordingly, the Procurement and Supply Management Department, in cooperation with the Transportation and Parking Management Department, recommends for approval:

Passport Labs, Inc. (Tallahassee, FL) .... \$500,000

Passport Labs, Inc. has met the requirements of National Cooperative Purchasing Alliance RFP no. 42-22 dated October 4, 2022. The purchase is being made in accordance with Section 2-198(b) of the Procurement Code, which authorizes the POD, to utilize competitively solicited contracts of other governmental entities. The Procurement and Supply Management Department has reviewed the applicable solicitation and determined (i) that the agreement was awarded on the basis of competitive process substantially equivalent to the one specified in the City's Procurement Code and (ii) that it is in the best interest of the City to utilize this cooperative agreement. Additionally, the procurement has been reviewed and approved by the Technology Review Committee. A blanket purchase agreement will be issued and will be binding only for actual services rendered. This agreement will be effective three-years from contract execution, with two, one-year renewal options.

**Cost/Funding/Assessment Information:** Funding will be available after the approval of a supplemental appropriation in the amount of \$500,000 from the unappropriated balance of the Parking Revenue Fund (1021) to the Transportation & Parking Management Department, Parking Enforcement Division (281-1957).

**Attachments:** Resolution

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION APPROVING A THREE-YEAR BLANKET PURCHASE AGREEMENT WITH TWO ONE YEAR RENEWAL OPTIONS WITH PASSPORT LABS, INC. FOR PARKING ENFORCEMENT SOFTWARE AND EQUIPMENT FOR THE TRANSPORTATION AND PARKING MANAGEMENT DEPARTMENT; PROVIDING THAT THE TOTAL CONTRACT AMOUNT SHALL NOT EXCEED \$500,000; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; APPROVING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$500,000 FROM THE UNAPPROPRIATED BALANCE OF THE PARKING REVENUE FUND (1021) TO THE TRANSPORTATION & PARKING MANAGEMENT DEPARTMENT, PARKING ENFORCEMENT DIVISION (281-1957); AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City desires to enter into a three year blanket purchase agreement with two one year renewal options with Passport Labs, Inc. for parking enforcement software and equipment for the Transportation and Parking Management Department (the "Purchase"); and

WHEREAS, the total contract amount for the Purchase shall not exceed \$500,000; and

WHEREAS, the Purchase is being made in accordance with Section 2-219(b) of the Procurement Code, which authorizes the POD to utilize competitively solicited contracts of other governmental entities; and

WHEREAS, the Procurement and Supply Management Department has reviewed the applicable solicitation and determined (i) that the underlying agreement was awarded on the basis of a competitive process substantially equivalent to the one specified in the City's Procurement Code and (ii) that it is in the best interest of the City to utilize this cooperative agreement; and

WHEREAS, funding will be available after the approval of a supplemental appropriation from the unappropriated balance of the Parking Revenue Fund (1021) to the Transportation & Parking Management Department, Parking Enforcement Division (281-1957); and

WHEREAS, the Procurement and Supply Management Department, in cooperation with the Transportation and Parking Management Department, recommends approval of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida, that the award of a three year blanket purchase agreement with two one year renewal options with Passport Labs for parking enforcement software and equipment for the Transportation and Parking Management Department is hereby approved.

BE IT FURTHER RESOLVED that the total contract amount shall not exceed \$500,000.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute all documents necessary to effectuate this transaction.

BE IT FURTHER RESOLVED that there is hereby approved the following supplemental appropriation from the unappropriated balance of the Parking Revenue Fund (1021) to the Transportation & Parking Management Department, Parking Enforcement Division (281-1957) for Fiscal Year 2024:

Parking Revenue Fund (1021)

Transportation & Parking Management Department,  
Parking Enforcement Division (281-1957)

\$500,000

This resolution shall become effective immediately upon its adoption.

Legal:

  
000730384

Administration:

  
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Budget:

  
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