

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> June 12, 2017
	<b>Agenda Item No.</b> 44D <b>Roll Call No.</b> <u>17-1000</u> <b>Communication No.</b> <u>17-475</u> <b>Submitted by:</b> Pamela S. Cooksey, P.E., City Engineer

**AGENDA HEADING:**

Approving amendment to existing blanket purchase order with IPS Group, Inc., for monthly management services and transaction fees for credit card-enabled meters.

**SYNOPSIS:**

Recommend approval of \$20,000 amendment to an existing blanket purchase order with IPS Group, Inc., for monthly management services and transaction fees on credit-card enabled meters, resulting in a total blanket purchase order of \$80,000 for Fiscal Year (FY) 2017.

**FISCAL IMPACT:**

Amount: \$20,000 increase

Funding Source: 2016-2017 Operating Budget, page 72, Engineering Department, Traffic and Transportation, Parking Administration, EG062085.

**ADDITIONAL INFORMATION:**

- On April 22, 2013, by Roll Call No. 13-0656, the City Council approved the purchase of credit card-enabled “smart” meters from IPS Group, Inc., that provides alternative payment options for visitors and residents in the downtown area. Since April of 2013, the City of Des Moines has purchased parking meters from IPS Group, Inc. Fees associated with “smart” parking meters that accept coins, credit cards and City of Des Moines SmartCards, include maintenance of an activity database, costs incurred for wireless activity, and credit card transaction fees.
- As the number of parking meters with these advanced capabilities increases, the overall fees for them increase as well. There are currently 770 “smart” meters of the 3,550 total metered parking spaces in the City.
- The current fees for FY 2017 include:
  1. Gateway 1 wireless data fee charged at \$3.75 per meter, per month.
  2. Monthly management system fee charged at \$2 per meter, per month.
  3. Credit card transaction fee charged at \$0.13 per transaction.

- The City has seen the usage of credit card-enabled meters increase. With this increase in use of credit card-enabled meters, comes a need to increase the existing \$60,000 blanket purchase order with IPS Group, Inc., for increased software support and transaction fees. The new requested amount for the blanket for FY 2017 is \$80,000, an increase of \$20,000.

**PREVIOUS COUNCIL ACTION(S):**

Date: August 22, 2016

Roll Call Number: [16-1429](#)

Action: Bids from the following:

- (A) [IPS](#) Group (Dave King, President) as sole area-wide distributor for monthly software support fees and transaction fees for credit card enabled meters to be used during fiscal year 2017 for use by the Traffic & Transportation Division, estimated annual cost \$60,000. ([Council Communication No. 16-452](#)) Moved by Moore to adopt. Motion Carried 6-1. Absent: Hensley.

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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