SUBJECT: PARKING FINES AND FEES DEBT COLLECTION SERVICES

BID #: ESC-0462-14 **OPEN DATE: 5/7/2014**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2015 WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC PARKING

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (33) NUMBER RECEIVED: (5) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the fourth (4) and final renewal option with Penn Credit Corporation. Period of service will be from October 1, 2018 through September 30, 2019. The total estimated revenue in the amount of $324,736.80, for a total revenue amount of $1,761,176.80. The total estimated annual expenditure in the amount of $64,100.00, for a not to exceed expenditure amount of $576,221.56.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2018. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

Funding Source: Revenue – DIPP412AD-341507, DIPP412AD-341508, DIPP412ENF-35402, DIPP412ENF-35414, DIPP412PLCH-34452
Expenditure – DIPP412AD-341518
To be executed by formal contract amendment through the Office of General Counsel (Contract #10035).

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

ANALYST: _____ RESPECTFULLY SUBMITTED _____
CHELSEY FLEMING GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Robert Carle, Public Parking Officer, Office of Public Parking

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

ONE CITY. ONE JACKSONVILLE.

Lenny Curry, Mayor

Downtown Investment Authority
Office of Public Parking
Claude Yates Building
231 East Forsyth Street, Suite 424
Jacksonville, Florida 32202
(904) 630-CITY
www.coj.net

June 21, 2018

Memorandum

To: Gregory Pease, Chief, Procurement Division

From: Robert Carle, Public Parking Officer, Office of Public Parking

Subject: Contract Renewal ESC-0462-14 Penn Credit

The Office of Public Parking recommends exercising the City of Jacksonville's fourth of four contract renewal options for the above referenced contract with Penn Credit, for the period of October 1, 2018 through September 30, 2019.

Attached please find the vendor's agreement to extend the contract and honor existing terms. Pricing and terms remain the same. Also attached is current insurance and licensing information.

Estimated annual revenue is $324,736.80 which will be distributed to the following accounts:

DIPP412AD-341507
DIPP412AD-341508
DIPP412ENF-35402
DIPP412ENF-35414
DIPP412PLCH-34452

Vendor payments are made via a contra-revenue account and calculated as a percentage of revenue actually collected and remitted to the City. Public Parking anticipates a FY-19 maximum not to exceed of $64,100.00 as budgeted in DIPP412AD-341518.

Thank you for your consideration.

PennCredit

916 South 14th St. • Harrisburg, PA 17104

April 5, 2018

William M. Schaefer
City of Jacksonville – Public Parking
231 E. Forsyth, Suite 424
Jacksonville, FL 32202

Re: Collection Contract Extension, Bid #ESC-0462-14

Dear Mr. Schaefer:

Please accept this letter as confirmation that Penn Credit Corporation desires to continue providing services to the City under bid ESC-0462-14. We agree to honor the current terms and conditions contained in the agreement, including pricing/compensation for the term period of October 1, 2018 to September 30, 2019.

Should you or your colleagues have any questions, please contact Rhett Donagher at 561-371-2937 or rhett.donagher@penncredit.com.

Sincerely,

Thomas Foley, Jr.
Chief Operating Officer

Phone (800) 800-3328 • Fax (717) 238-1370 • www.penncredit.com

10035
And 2

AMENDMENT NUMBER TWO TO
CONTRACT
BETWEEN
THE CITY OF JACKSONVILLE
AND
PENN CREDIT CORPORATION
FOR
PARKING FINES AND DEBT COLLECTION SERVICES

THIS SECOND AMENDMENT to Agreement (the "Second Amendment") is made and entered into in duplicate this 25 day of Aug, 2017 (hereinafter the "Effective Date"), by and between the CITY OF JACKSONVILLE, FLORIDA (hereinafter sometimes the "Owner"or the "City"), a municipal corporation in Duval County, Florida, and PENN CREDIT CORPORATION (the "Company"), a Pennsylvania corporation authorized to transact business in Florida and with its principal offices at 916 14th Street, Harrisburg, Pennsylvania 17104.

RECITALS:

WHEREAS, effective August 20, 2014, City and Company made and entered into City of Jacksonville Contract No. 10035 (hereinafter, the "Agreement"); and

WHEREAS, said Agreement has been amended one time previously; and

WHEREAS, the City obtained a procurement award authorizing the City and Company to exercise the second of four renewal options, but the parties failed to enter a second amendment to the Agreement to reflect the same, although both parties continued to perform under the Agreement; and

WHEREAS, the parties wish to exercise the second and third renewal terms of the Agreement and ratify the agreement; and

WHEREAS, said Agreement should be amended by: (i) encumbering funds for fiscal year 2016/17 in the maximum indebtedness amount of $55,625.56, for a new total maximum indebtedness of $459,625.56; and (ii) encumbering funds for fiscal year 2017/18 in the maximum indebtedness amount of $52,496.00, for a new total maximum indebtedness of $512,121.56; and (iii) exercising the second and second of four, one year renewal periods to extend the term of the

Agreement to be from the Effective Date to September 30, 2018, with one (1) additional, one year renewal option remaining, with all other provisions, terms and conditions of said Agreement remaining unchanged; now therefore

IN CONSIDERATION of the Agreement and of the mutual covenants and promises hereinafter contained, the parties agree as follows:

1. The above-stated recitals are accurate, true and correct and are incorporated herein and made a part hereof by this reference.

2. Paragraph 3, "Maximum Indebtedness," of the Agreement is hereby amended, in part, to increase the maximum indebtedness amount by $55,625.56 for fiscal year 2016/17 and $52,496.00 for fiscal year 2017/18 to a new, cumulative total of $512,121.56 and, as amended, shall read as follows:

"3. **Maximum Indebtedness**. As required by Section 106.431, Ordinance Code, the City's maximum indebtedness for all products and services under this Contract from the Effective Date through September 30, 2018, shall be a fixed monetary amount not-to-exceed and up to FIVE HUNDRED TWELVE THOUSAND ONE HUNDRED TWENTY-ONE AND 56/100 DOLLARS ($512,121.56)."

3. Paragraph 4 of the Agreement is amended, in part, by exercising the second and second of four, one year renewal periods to extend the term of the Agreement to be from the Effective Date to September 30, 2018, with one (1) additional, one year renewal options remaining and, as amended, shall read as follows:

"4. This Contract shall commence on the Effective Date and shall expire September 30, 2018 (the "Initial Term"), unless sooner terminated by either party in accordance with the terms of the RFP. This Contract may be renewed for up to one (1) additional one (1) year period by (i) the CITY, it its sole discretion, upon written notice to PENN CREDIT at least sixty (60) days prior to end of the then-current term, or (ii) upon the mutual agreement of the parties."

4. The Agreement, as expressly amended hereby, is ratified and affirmed by the City and Company and remains in full force and effect.

5. This Second Amendment is subject to lawful appropriation of funds therefor by City Council.

SAVE AND EXCEPT as expressly amended in this instrument, the provisions, terms and conditions of said Second Amendment shall remain unchanged and shall continue in full force and effect.

IN WITNESS WHEREOF, the parties hereto have duly executed this Second Amendment, in duplicate, the day and year first above written.

ATTEST:

CITY OF JACKSONVILLE, FLORIDA

By _____
James R. McCain, Jr.
Corporation Secretary

_____
Lenny Curry, Mayor

Sam E. Mousa
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

In accordance with Section 24.103(e) of the *Ordinance Code* of the City of Jacksonville, I do hereby certify that there is an unexpended, unencumbered and unimpounded balance in the appropriation sufficient to cover the foregoing agreement; and that provision has been made for the payment of monies provided therein to be paid.

_____
Director of Finance
City Contract Number: 10035, Am. #2, Exercise Renewal Option, increase max. indebtedness amt.

Form Approved:

_____
Office of General Counsel

ATTEST:

_____
Signature

Rhett Brogher
Type/Print Name

Sales Manager
Title

PENN CREDIT CORPORATION

_____
Signature

Thomas F Polej Jr
Type/Print Name

COO
Title

GC-#1145131-v1-Penn_Credit_Corp_#10035_Am#2.doc

SUBJECT: PARKING FINES AND FEES DEBT COLLECTION SERVICES

BID #: ESC-0462-14 **OPEN DATE: 5/7/2014**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2015 WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC PARKING

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (33) NUMBER RECEIVED: (5) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the third (3) of four (4) renewal options with Penn Credit Corporation. Period of service will be from October 1, 2017 through September 30, 2018. Total estimated revenue in the amount of $281,986.72, for a total revenue of $1,436,440.00. Total estimated annual expenditure in the amount of $52,496.00, for a not to exceed expenditure amount of $512,121.56.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2017. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

Funding Source: Revenue – DIPP412AD-341507, DIPP412AD-341508, DIPP412ENF-35402, DIPP412ENF-35414, DIPP412PLCH-34452
Expenditure – DIPP412AD-341518
To be executed by formal contract amendment through the Office of General Counsel (Contract #10035).

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

ANALYST: _____ CHELSEY FLEMING

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Robert Carle, Public Parking Officer, Office of Public Parking

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 7/14/17

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 7/15/17

APPROVED _____ DISAPPROVED _____

OTHER _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

SIGNATURE OF AUTHENTICATION _____

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 8/16/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
E. K. McConkey & Co.
2555 Kingston Road, Suite 100
York PA 17402

CONTACT NAME: Amanda Sides
PHONE (A/C, No, Ext): 717-505-3130 FAX (A/C, No): 717-755-9237
E-MAIL ADDRESS: asides@ekmcconkey.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Cincinnati Insurance Company	10677
INSURER B : Cincinnati Indemnity Company	23280
INSURER C : Navigators Insurance Company	42307
INSURER D : Federal Insurance	20281
INSURER E :	
INSURER F :	

INSURED PENNC-2
Penn Credit Corporation
916 S 14th Street PO Box 988
Harrisburg PA 17104

COVERAGES **CERTIFICATE NUMBER:** 1089487999 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:	Y	Y	CPP3669867	8/19/2017	8/19/2018	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$1,000,000 $500,000 $10,000 $Excluded $2,000,000 $2,000,000 $
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ $ $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0			CPP3669867	8/19/2017	8/19/2018	EACH OCCURRENCE AGGREGATE $	$10,000,000 $10,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	Y	WC1875254	8/19/2017	8/19/2018	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $1,000,000 $1,000,000 $1,000,000
C D	Network Security Crime Crime- Third Party			NY17NVS0BAUIPNC 68035829	8/19/2017 8/19/2017	8/19/2018 8/19/2018	Cyber EE Dishonesty 3rd Party	$5,000,000 $5,000,000 $5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Jacksonville and City's members, officials, officers and employees are included as Additional Insured for General Liability coverage on a primary & non-contributory basis but only when required by written contract and per policy terms and conditions. Waiver of Subrogation for General Liability and Workers' Compensation coverage applies in favor of Certificate Holder but only when required by written contract and per policy terms and conditions.

CERTIFICATE HOLDER

City of Jacksonville
231 E Forsyth Ste 424
Jacksonville FL 32202

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Amanda J. Sides

© 1988-2014 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/31/17

PRODUCER

SHBG Insurance Services
150 Broad Hollow Road Ste.#PH11
Melville, NY 11747

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Penn Credit Corp
916 South 14th Street
Harrisburg, PA 17104

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: XL Catlin	19607
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
		GENERAL LIABILITY				EACH OCCURRENCE	$
		COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurence)	$
		CLAIMS MADE / OCCUR				MED EXP (Any one person)	$
						PERSONAL & ADV INJURY	$
						GENERAL AGGREGATE	$
		GEN'L AGGREGATE LIMIT APPLIES PER: POLICY / PRO-JECT / LOC				PRODUCTS - COMP/OP AGG	$
		AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	$
		ANY AUTO					
		ALL OWNED AUTOS				BODILY INJURY (Per person)	$
		SCHEDULED AUTOS					
		HIRED AUTOS				BODILY INJURY (Per accident)	$
		NON-OWNED AUTOS					
						PROPERTY DAMAGE (Per accident)	$
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	$
		ANY AUTO				OTHER THAN AUTO ONLY: EA ACC	$
						AGG	$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE	$
		OCCUR / CLAIMS MADE				AGGREGATE	$
		DEDUCTIBLE					$
		RETENTION $					$
							$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU-TORY LIMITS / OTH-ER	
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	$
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE	$
						E.L. DISEASE - POLICY LIMIT	$
A		**OTHER** E&O	MPP9035930	11/01/17	11/01/18	Limits: $5,000,000 per claim $5,000,000 aggregate	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Coverage is in full force and effect and strictly subject to the terms, conditions, and exclusions of the policy.

CERTIFICATE HOLDER

City of Jacksonville
231 E. Forsyth, Suite 424
Jacksonville, FL 32202

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL _____ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE Robert DeMaria

© ACORD CORPORATION 1988

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

THE LICENSEE IDENTIFIED BELOW IS AUTHORIZED TO CONDUCT BUSINESS AS INDICATED BY THE LICENSE TYPE.

LICENSE TYPE:	Consumer Collection Agency
LICENSE NAME:	PENN CREDIT CORPORATION
DBA NAME:	
ORIGINAL DATE OF LICENSE:	3/14/1995
LICENSE NUMBER:	CCA0900232
LICENSE EXPIRATION DATE:	12/31/2018

LICENSE MAIN ADDRESS:

STREET:	916 S 14 ST
CITY:	HARRISBURG
STATE:	ZZ
ZIP CODE:	

SUBJECT: PARKING FINES AND FEES DEBT COLLECTION SERVICES

BID #: ESC-0462-14 **OPEN DATE: 5/7/2014**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2015 WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC PARKING

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (33) NUMBER RECEIVED: (5) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the third (3) of four (4) renewal options with Penn Credit Corporation. Period of service will be from October 1, 2017 through September 30, 2018. Total estimated revenue in the amount of $281,986.72, for a total revenue of $1,436,440.00. Total estimated annual expenditure in the amount of $52,496.00, for a not to exceed expenditure amount of $512,121.56.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2017. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

Funding Source: Revenue – DIPP412AD-341507, DIPP412AD-341508, DIPP412ENF-35402, DIPP412ENF-35414, DIPP412PLCH-34452
Expenditure – DIPP412AD-341518
To be executed by formal contract amendment through the Office of General Counsel (Contract #10035).

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

ANALYST: _____ CHELSEY FLEMING

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Robert Carle, Public Parking Officer, Office of Public Parking

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 7/14/17

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 7/15/17

APPROVED _____ DISAPPROVED _____

OTHER _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SIGNATURE OF AUTHENTICATION _____

SUBJECT: PARKING FINES AND FEES DEBT COLLECTION SERVICES

BID #: ESC-0462-14 **OPEN DATE: 5/7/2014**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2015 WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC PARKING

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (33) NUMBER RECEIVED: (5) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second of four (4) renewal options with Penn Credit Corporation. Period of service is from October 1, 2016 through September 30, 2017. Total estimated revenue in the amount of $311,453.28, for a total revenue of $1,154,453.28. Total estimated annual expenditure in the amount of $55,625.56, for a not to exceed expenditure amount of $459,625.56.

Funding Source: Revenue - Various accounts as outlined in the attached memo / Expenditure – DIPP412AD-341518
To be executed by formal contract amendment #3 through the Office of General Counsel (Contract #10035).

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2016. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

ANALYST: ANNETTE L. BURNEY

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Robert Carle, Public Parking Officer, Office of Public Parking

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 7-28-16

OTHER:

ACTION OF AWARDING AUTHORITY DATE 7/28/16

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

SUBJECT: PARKING FINES AND FEES DEBT COLLECTION SERVICES

BID #: ESC-0462-14 **OPEN DATE: 5/7/2014**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – FROM DATE OF AWARD THROUGH SEPTEMBER 30. 2015 WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC PARKING

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (33) NUMBER RECEIVED: (5) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2015 to date of award.

Recommend approval to utilize the first renewal option with Penn Credit Corporation. Period of service is from date of award through September 30, 2016. Total estimated revenue for the renewal period in the amount of $313,000.00, for a total revenue of $843,000.00. Total estimated annual expenditure in the amount of $54,000.00, for a not to exceed expenditure amount of $404,000.00.

Funding Source: JEJE411PPAD-341508 Revenue
JEJE411PPAD-341518 Expenditure to be executed by contract amendment #1 through Office of General Counsel.

Attachments: Recommendation Memo, Vendor Letter and Previous Award

ANALYST: ANNETTE L. BURNEY

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Kirk Wendland, Director, Office of Economic Development

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE: 10-15-15

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 10/15/15

APPROVED ✓ DISAPPROVED ____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

OTHER ____

SIGNATURE OF AUTHENTICATION ____

SUBJECT: PARKING FINES AND FEES DEBT COLLECTION SERVICES

BID #: ESC-0462-14

OPEN DATE: 5/07/2014

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2015, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC PARKING

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (33) NUMBER RECEIVED: (5) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Penn Credit to provide parking fines and fees debt collection services for the Office of Public Parking. Period of service is from date of award through September 30, 2015 with four (4) one (1) year renewal options. Total estimated annual revenue (40% fee) for FY14 in the amount of $350,000.00, with a total estimated expenditure amount of $200,000.00, and total estimated annual revenue for FY15 in the amount of $180,000.00, with a total estimated expenditure amour of $150,000.00. Total revenue in the amount of $530,000.00, with a total not to exceed expenditure in the amount of $350,000.00.

Funding for this award to be encumbered by the following accounts and executed by formal contract through the Office of General Counsel:

Revenue – JEJE411PPAD-341508 - $530,000.00
Expenditure – JEJE411PPAD-341518 - $350,000.00

ATTACHMENTS: Recommendation Memo, Tabulation, Scoring Sheet and Matrix and Specifications

ANALYST: ANNETTE L. BURNEY

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Jack Shad, Officer, Public Parking

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 4 MEMBERS DISAPPROVING 1 DATE: 06/12/14

OTHER:

ACTION OF AWARDING AUTHORITY DATE

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2013-04

QWS3270X 6/22/2018 2:43 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 06/22/2018
LINK TO: ACCOUNT SUMMARY INQUIRY 2:43 PM

FISCAL MO/YEAR : 09 2018 CURRENCY CODE :
INDEX CODE : DIPP412AD ADMINISTRATION-OFFICE OF PUBLIC PARKING
SUBOBJECT : 341518 COLLECTION FEES - DELINQUENT TAX SALES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	JUNE 2018	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	-54,000.00	-54,000.00
REVENUES	-4,358.95	-44,211.28	-44,211.28
UNREALIZED REVENUES	-4,358.95	9,788.72	9,788.72
BUDGET	.00	.00	.00
EXPENDITURES	.00	.00	.00
ENCUMBRANCES	.00	.00	.00
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	.00	.00	.00

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND

ESC-0462-14

Penn Credit Corp

	Revenue	Expenditure	
6/13/2014	$530,000.00	$350,000.00	Award
10/15/2015	$313,000.00	$54,000.00	1st Renewal
7/28/2016	$311,453.28	$55,625.56	2nd Renewal
7/15/2017	$281,986.72	$52,496.00	3rd Renewal
Pending	$324,736.80	$64,100.00	4th Renewal
	$1,761,176.80	**$576,221.56**	**Total Award**