




Development Services

PARKING DIVISION

INTER-OFFICE MEMORANDUM

DATE: September 17, 2019 **File:** PK-19-010

TO: Janice English, Procurement Contracts Officer

FROM: Hal King, Parking Administrator 

SUBJECT: Request for LAZ Parking contract to continue on a month-to-month basis

ISSUE:

The Parking Division needs the LAZ Parking contract to continue on a month-to-month basis for the balance of 2019.

EXPLANATION:

Currently, the PARC systems at Radius and Van Buren garages are being replaced with new systems provided by Pinnacle Parking. Due to unforeseen circumstances, the installation timeline has been set back. The setback means the installation will probably not be finished before the end of the current LAZ contract on October 31st, 2019.

The Parking Division requests the current LAZ contract be extended on a month-to-month basis until the end of the 2019 calendar year. This will allow for the completion of the equipment installation and the use of the cashiers as temporary "ambassadors" that can assist customers in using the new equipment. It will also give the Parking Division time needed to recruit new staff to assist customers.

RECOMMENDATION:

Extend the LAZ Parking contract to continue on a month-to-month basis for the balance of 2019. Funding available under the following accounts:

Van Buren 446.150201.54500.531170.000000.000.000, Contractual Services - \$138,000

Radius 446.150202.54500.531170.000000.000.000, Contractual Services - \$138,000

Cc: Shiv Newaldass, Director, Development Services
Nicole Coffin, Major, Hollywood Police Department