

SAN DIEGO UNIFIED PORT DISTRICT**MEMORANDUM**

Date: October 6, 2020

To: BOARD OF PORT COMMISSIONERS

Via: Randa J. Coniglio, President / Chief Executive Officer

From: Ken Wallis, Director – Port As A Service

Subject: Sole Source Justification Memorandum for Five-Year Sole Source Service Agreement with IPS Group, Inc. for Smart Parking Meter and Pay Station Continued Services per BPC Policy No. 110 Section II.H

The District currently has 760 smart parking meters and four (4) multi-space smart parking pay stations (existing inventory) in operation throughout District Tideland that were purchased from IPS Group, Inc. (IPS), between April 2015 and October 2016, via three separate Board approved agreements. These agreements expired on May 17, 2020. Due to uncertainty of the Covid-19 impact, in May staff entered into a six-month agreement with IPS for continued monthly services and repairs associated with the continued operations of the existing inventory. This six-month agreement is now expiring in October, and staff is now requesting Board approval of a five-year Sole Source Service Agreement with IPS to continue these needed services. The new agreement covers the following elements:

1) Monthly Data Services and Cloud-Based Data Management System (DMS)

The IPS smart parking meters and pay stations accept credit card payments which requires real time authorization of the credit card via a wireless data transmission.

IPS data services also provide a true integration cloud-based data management system, which provides real time data reporting that identifies the following information:

- Real-time data available 24/7/365 from any web-enabled device
- Reports that enable you to review maintenance, revenue, or collections of a single smart parking meter or pay station, an area, or an entire zone
- Inventory tracking of active vs inactive smart parking meters and pay stations
- RMA (Returned Material Authorization) processing and tracking of smart parking meter and pay station repairs and monitor maintenance activity in real-time

Page 2 of 2
October 6, 2020

Subject: Sole Source Justification Memorandum for Five-Year Sole Source Service Agreement with IPS Group, Inc. for Smart Parking Meter and Pay Station Continued Services per BPC Policy No. 110 Section II.H

- Configuration of smart parking meters and pay stations remotely
- Ability to seamlessly integrate smart parking meters, pay stations, and pay-by-cell applications into a single back end system

The Data Services provided are driven by IPS proprietary software embedded within each smart parking meter and pay station, on the IPS network and reported through an IPS online reporting portal.

2) Repair & Replacement Parts

IPS provides repairs and provides replacement parts for purchase, if a smart parking meter or pay station stops working. These replacement parts typically can include items such as LCD screens, computer motherboards, and WIFI communication parts that have been engineered by IPS to work with their proprietary software.

A new five-year agreement with IPS is needed for continued use of their proprietary technology for the operations of the existing inventory and provide for as-needed future purchase of meter supply, parts and repairs. This will allow staff continued management of the District's parking assets, parking turnover, and public access to the bay.

For any questions or additional information, please contact Ken Wallis, Director Port As A Service, 619-961-0475 (cell) kwallis@portofsandiego.org