

City of Hesperia

STAFF REPORT



DATE: October 17, 2017

TO: Mayor and Council Members

FROM: Nils Bentsen, City Manager

BY: Mike Blay, Director of Development Services
Tina Bulgarelli, Administrative Analyst

SUBJECT: Amendment to Contract with Data Ticket, Inc. for Collection Services

RECOMMENDED ACTION

It is recommended that the City Council approve an amendment in the amount of \$25,000 to the contract with Data Ticket, Inc. (PSA 2012-13-049) for a total contract amount of \$538,000, extend the contract through June 30, 2018, and authorize the City Manager to execute the amended contract with Data Ticket, Inc for the management and collection of citations, cost recovery, appeals, and hearing officer services.

BACKGROUND

In 2012, the City contracted with Data Ticket, Inc. to provide for the management and collection of citations, cost recovery, appeals and hearing officer services. The City also collects via the County of San Bernardino Tax Collectors office using Special Assessments. Staff continues to use Data Ticket for parking citations, hearing officer services, and collection of certain types of citations.

ISSUES/ANALYSIS

The current contract with Data Ticket expires on December 31, 2017. Staff is requesting a contract extension through June 30, 2018. Expenditures from December 1, 2012 through July 2017 total \$469,432. An additional \$25,000 is required to continue services through June 30, 2018. The Data Ticket contract is unique in that the City and Data Ticket have a joint escrow account through which revenue and payments are passed through. Data Ticket collects fines on behalf of the City and each month reconciles the amount due to the City after payment of their fees. As such, there are budgeted funds each year to pay the Data Ticket invoices.

Staff intends to continue using Data Ticket, Inc. to provide hearing officer services, and parking citation processing. Parking citation processing must be adjudicated and serviced by an agency able to make inquiries with the Department of Motor Vehicles; Data Ticket has that authority. Further, unpaid parking citations are recovered through the DMV registration process, which typically occurs on an annual basis. There are available funds approved in the Fiscal Year 2017-18 Budget to accommodate the continued reconciliation of Data Ticket expenditures. Staff is requesting a contract amendment in the amount of \$25,000, for a total contract amendment of \$538,000.

FISCAL IMPACT

The City will continue to have access to the services provided by Data Ticket, which results in parking and citation revenue during the collection process.

ALTERNATIVE(S)

1. Provide alternate direction to staff.

ATTACHMENT(S)

None