

From: Dellaselva, Chris <CDellaselva@StamfordCT.gov>

Sent: Friday, November 3, 2023 2:06 PM

To: Simmons, Caroline <CSimmons@StamfordCT.gov>

Cc: Petise, Frank <FPetise@StamfordCT.gov>; Napoletano, Bill <BNapoletano@StamfordCT.gov>; Larson, Erik <ELarson@StamfordCT.gov>

Subject: IPS-Stamford Contract for RFP 895 Parking Ticket, Permit & Civil Citation Management (Signed by IPS)

Good afternoon Your Honor,

Attached is a proposed contract with IPS Group Inc. for parking ticket, permit and civil citation management services (RFP No. 895). If agreeable, ***please forward this email and the attached Contract Documents to the City's Board of Finance and Board of Representatives for consideration/approval.***

This is a two-year agreement with three, additional option years for a total possible Term of five years.

IPS' Fee Proposal can be found at p. 107 of IPS' Proposal (Ex. B).

Parking Tickets and Civil Citations:

There is no fee for the initial setup, configuration or equipment. IPS receives a fee of \$3.30 per ticket/citation. This fee is paid by the City. It is not added to the ticket/citation amount. Last year the City issued 65,000 tickets/citations (mostly citations). We expect that number to increase to 70,000 next year. Those receiving tickets/citations have an option to pay by credit card. There is an additional \$3.50 fee for that, which is paid by those receiving the tickets/citations, not the City.

Permit Management System:

There is a one-time \$5,000.00 fee for initial setup and configuration. IPS receives a fee of \$1.25 per permit. This fee is paid by the City. It is not added to the permit amount. The City issues approximately 22,000 permits annually. Those requesting permits have an option to pay by credit card. There is an additional \$3.50 fee for that, which is paid by those requesting the permit, not the City.

Please contact Frank Petise, the City's Transportation Bureau Chief, directly if you have specific questions regarding these services, the associated fees or the City's tickets/citations/permits in general. You may, of course, contact me at your convenience if I may be of any further assistance to you in this matter.

Thank you,

Chris Dellaselva
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