

**AMENDMENT NUMBER ONE  
TO PROFESSIONAL SERVICES AGREEMENT  
WITH  
DATA TICKET, INC.**

This Amendment Number One ("Amendment") is made and entered into this 17<sup>th</sup> day of January, 2023 ("Effective Date"), by and between the CITY OF COSTA MESA, a municipal corporation ("City"), and DATA TICKET, INC., a California corporation ("Consultant").

WHEREAS, City and Consultant entered into an agreement on January 1, 2022, for Consultant to provide parking citation processing services (the "Agreement"); and

WHEREAS, City and Consultant desire to amend the Scope of Services to include the additional services set forth in Exhibit "A," attached hereto and incorporated herein by this reference; and

WHEREAS, City desires to increase Consultant's maximum compensation accordingly to One-Hundred and Thirty-Five Thousand Dollars (\$135,000.00).

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The Scope of Services shall be amended to include the additional services set forth in Exhibit A.
2. Section 2.1 of the Agreement shall be amended to reflect that Consultant's total compensation shall not exceed One-Hundred and Thirty-Five Thousand Dollars (\$135,000.00). Consultant shall be paid according to the fee schedule set forth in the Agreement and Exhibit A of this Amendment.
3. All terms not defined herein shall have the same meaning and use as set forth in the Agreement.
4. All other terms, conditions, and provisions of the Agreement not in conflict with this Amendment shall remain in full force and effect.
5. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by and through their respective authorized officers, as of the date first written above.

CONSULTANT

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

\_\_\_\_\_

Name and Title

CITY OF COSTA MESA

\_\_\_\_\_  
Lori Ann Farrell Harrison  
City Manager

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Brenda Green  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Kimberly Hall Barlow  
City Attorney

Date: \_\_\_\_\_

APPROVED AS TO INSURANCE:

\_\_\_\_\_  
Ruth Wang  
Risk Management

Date: \_\_\_\_\_

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Clinton Dieball  
Project Manager

Date: \_\_\_\_\_

DEPARTMENTAL APPROVAL:

\_\_\_\_\_  
Ronald Lawrence  
Police Chief

Date: \_\_\_\_\_

APPROVED AS TO PURCHASING:

\_\_\_\_\_  
Carol Molina  
Finance Director

Date: \_\_\_\_\_

**EXHIBIT A**  
**ADDITIONAL SCOPE OF SERVICES**



2603 Main Street, Suite 300  
Irvine, California 92614  
949-428-7241  
www.ClientServices.com

***CITY OF COSTA MESA  
ADDENDUM TO THE AGREEMENT***

**ADDENDUM TO THE AGREEMENT  
BETWEEN  
THE CITY COSTA MESA and DATA TICKET, INC.**

**This addendum to the Agreement between The City of Costa Mesa (AGENCY) and Data Ticket, Inc. (COMPANY) is to amend and include the addition of a Permit Solution application for the following types of permits:**

1. Resident parking permits & guest parking permits - \$6,500 Annual Fee
2. Employee parking permits - \$6,500 Annual Fee

All other terms and conditions of the Agreement remain as originally written.

**ACCEPTED:**

**City of Costa Mesa**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Date

**ACCEPTED:**

**Data Ticket, Inc.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Date



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**CITY OF COSTA MESA  
ADDENDUM TO THE AGREEMENT**

**City of Costa Mesa Permit Cost Model**

Description of Services	Cost per Instance
<p><b>Online Permit Application:</b></p> <p>Online permit application to be used by the City and its Patrons to register for and obtain residential, business, visitor, block party, tow, taxi, etc. parking permits. The online permit application can also be used by the City's Personnel to manage the permitting process. Finally, in utilizing an Android Solution with Data Ticket's proprietary parking citation software, the City's ticket writers will have access to a daily file that includes all valid permits. When the issuing officer enters the license plate number, the handheld will indicate to the Officer whether the permit is valid or not.</p> <p>The solution will provide the City's Patrons with the following capabilities:</p> <ul style="list-style-type: none"><li>• Ability to register online and apply for permits</li><li>• Ability to verify resident address with DMV to ensure resident resides in permit area if applicable</li><li>• Ability to submit up to 3 documents online via the web to prove they are a resident (i.e., driver's license, etc.) if applicable</li><li>• Provide online temporary permit with expiration date to be printed directly from patron's computer</li><li>• Ability to create a login name and password to the solution with which the user may manage all future permits or to check out as a guest</li><li>• Ability to pre-purchase permits for upcoming years</li><li>• Ability to re-use data previously entered to purchase new permits</li><li>• Tracking of all permits purchased by residents/guests, etc.</li><li>• Storage of all permit data online</li><li>• Acceptance of Visa, MasterCard, Discover and American Express</li><li>• Live, bi-lingual customer service agents available M-F, 7:30am-5pm who will process registration requests, answer specific and general permit questions and provide fulfillment assistance</li></ul> <p>The Solution will provide the following capabilities to the City's personnel:</p> <ul style="list-style-type: none"><li>• Ability to register all permit types within the permit solution online</li><li>• Ability to verify resident address with DMV to ensure resident resides in permit area – if applicable</li><li>• Ability to accept documentation &amp; scan into the solution</li><li>• Ability to generate reports on permits issued</li><li>• Ability to search for permits by resident</li><li>• Ability to modify permit holder information</li><li>• Online training of all City personnel</li></ul>	<p><b>\$6,500.00/Annual Fee – Per Permit Type</b></p>



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<b>Description of Services</b>	<b>Cost per Instance</b>
<b>Permit Fulfillment (if using hangtags/stickers) - <i>Optional</i></b> <b><i>Services for the above-mentioned item includes:</i></b> <ul style="list-style-type: none"><li>• Assignment of each permit per successful registration</li><li>• Generating and mailing a custom notice to each successful registrant with an assigned permit</li><li>• Includes Postage – USPS first class rate</li></ul>	<b>\$6.00 per permit Fulfilled</b>  <b>And</b>  <b>\$.85 per letter sent</b>
<b>Permit Approval/Denial Process - <i>Optional</i></b> <ul style="list-style-type: none"><li>• Approval or Denial of documents by Data Ticket</li></ul>	<b>\$7.00 per approval/denial</b>
<b>Permits (if using hang tags/stickers) - <i>Optional</i></b> <ul style="list-style-type: none"><li>• Cost of sticker permit – depending on size and quantity chosen</li></ul>	<b>TBD</b>
<b>Email Blasts - <i>Optional</i></b> <ul style="list-style-type: none"><li>• Generating and sending custom notification/information to prospective or active permit holders</li></ul>	<b>TBD</b>
<b>In Trust/Escrow Account – <i>Optional</i></b> <b><i>Services for the above-mentioned item include:</i></b> <ul style="list-style-type: none"><li>• Daily deposits of funds to the Agency's escrow account</li><li>• Processing of all credit card charge-backs and Insufficient Funds</li><li>• Month-end reconciliation of all funds collected</li><li>• Payment of Data Ticket's invoice</li><li>• Disbursement of the net remittance to the Agency</li><li>• Scanning of checks/money orders directly to joint bank account daily using remote check deposit</li></ul> <p>The Agency will be responsible for the purchase of banking supplies, including checks and endorsement stamps; these fees typically run \$200.00 per year</p>	<b>\$100.00 per month</b>
<b>Banking Fees:</b> Data Ticket will pass all banking fees on to the City's patrons who wish to pay by credit or debit card	<b>\$3.50 per transaction</b>
<b>Refunds/NSF's – For Agencies that opt for an In Trust/Escrow Account:</b> Issuance of all refunds to individuals who are due a refund via 1 <sup>st</sup> class mail	<b>\$5.00 per issued refund/NSF</b>
<b>Credit Card Charge Backs:</b> Processing of each chargeback	<b>\$33.50 per chargeback</b>