



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

To: Bob Vitas, City Manager
From: John Wilkins, Parking Manager
Date: July 11, 2013

Reference: Purchase of Eleven (11) Cale MP104 Compact Multi-Space Meters from Cale Parking Systems USA, Inc. on a Sole-Source Basis

Pursuant to purchasing Code 2-844 relating to Brand Name Specifications, "Use of a brand name specification is restrictive of product competition, it may be used only when the purchasing agent makes a written determination that only the identified brand name item will satisfy the City's needs."

The City currently has in operation fifty eight (58) Cale MP104 Compact Multi-Space Meters - commonly referred to "pay and display" meters. The 58 meters will accept coin and credit card. The eleven meters requested under the subject purchase are the same model as the 58 in the field. Excellent mechanical reliability combined with proven financial accountability makes the Cale MP104 the preferred Compact Multi-Space Meter. Additionally, City Meter Technicians responsible for the troubleshooting and repairing of the current inventory have been factory certified for the Cale MP104 Compact Multi-Space Meter.

Purchasing Code 2-797 (1) b. states, "A contract may be awarded without competition when the department head makes a written determination and the purchasing agent verifies that, after conducting a good faith review of available sources, there is only one source for the required commodity or contractual service."

After a good faith review, this confirms that Cale Parking Systems USA, Inc. is the only authorized vendor for the procurement of the Cale MP104 Compact Multi-Space Meter (See attached Cale letter).

Approved by Mark Z. Finigan, Asst. City Manager - Administration

7.18.13
Date

Approved by Sue Snider, Purchasing Agent

7-19-13
Date