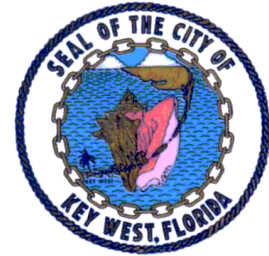


EXECUTIVE SUMMARY



TO: Patti McLauchlin, City Manager

FROM: John Wilkins, Parking Director

DATE: November 23, 2022

SUBJECT: Purchase of 8 Cale CWT paystations with purchase exemption Sec. 2-844

Action statement:

Purchase 8 Cale CWT parking paystations from Cale American, Inc. budgeted in Fiscal Year 2022/2023 under Section 2-844 of the Key West City Ordinances purchasing exemption for \$57,690.35. Price includes equipment, initial supply order, shipping, and installation.

Background:

While the purchase of additional parking paystations is not outlined in our Strategic Plan directly, the revenue generated does fund some of the strategic priorities such as Affordable Housing and Traffic and Pedestrian Friendliness (Transit) through the third dollar of the hourly parking rate. Collecting additional revenue for these priorities does further the Strategic Plan. There are 4 locations that have older parking paystations of our current make that cannot be programmed to pass along credit card fees and administrative fees. All other city paystations currently pass along the credit card processing fees. There are also 4 locations approved by City Commission for new metered parking that will need parking paystations when current road projects are completed.

Additionally, choosing Cale America, Inc for the purchase of model Cale CWT has many benefits for the City of Key West. Our Meter Technicians are manufacturer certified to service the Cale CWO paystations without voiding the first-year warranty. Additional certification training for our technicians will not be required. Our meter Technicians have in-depth experience with service from Cale America, Inc and with this CWO model. There are only one set of parts and one set of supplies to maintain. The operating and reporting software will be from the same company. Customers can identify the purchase process after a couple of times and use it citywide. Parts and supplies are simplified, and meter technicians become more proficient with one single model.

We have partnered with Cale American, Inc for over 10 years and have been able to maintain a successful relationship with them for the City's parking program.

Financial impact:

The purchase of these paystations was budgeted in the Fiscal Year 2022-2023 budget under line item 0011206512 64.00 for and amount not to exceed \$60,000.00. The

Parking Division is seeking purchase from Cale America, Inc. per the City's purchasing exemption ordinance Section 2-844. The purchase price has been researched and in line with other governmental purchases for the same model – most notable the City of Treasure Island.

Funds for the operational costs (CWO and PartSmart) and supplies have been approved in the current budget.

Recommendation:

Purchase 8 Cale CWT paystations from Cale America, Inc under the Brand Name/ Sole Source purchasing exception for \$57,690.35. This includes delivery and installation service. Equipment comes with 1-year warranty (Parts Smart Program).

The Parking Director recommends that it is the City's best benefit to purchase from our current vendor, Cale America, Inc. and the Cale CWT paystation model. It streamlines our operation and makes it more economical and efficient to operate.