



## THE CITY OF KEY WEST

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

MEMORANDUM

**TO:** Patti McLaughlin, City Manager  
**VIA:** Todd Stoughton, Assistant City Manager  
**FROM:** Rod Delostrinos, Director of Transportation  
**DATE:** October 15, 2021

**SUBJECT:** Purchase Equipment and Accessories for Bus Fareboxes

**ACTION STATEMENT:**

Request purchase of equipment/accessories for the existing bus Odyssey Fareboxes. The items will be purchased from GFI/GenFare, pursuant to the City of Key West Code of Ordinances Section 2-797(1), Sole Source Procurement and Sec. 2-844, brand name specifications in an amount not to exceed \$59,688.00.

**BACKGROUND:**

The City Commission approved Public Transportation Joint Participation Agreement, FM #40524739401, Contract ARN97 in the amount totaling \$4,969,417.00 to purchase Buses (4), Cutaways (4), equipment for facility and for buses. Included herein is exhibit A - FDOT approved equipment purchase list.

FDOT approved equipment for standard farebox items required include cash boxes, trim units, trim diagnostic kit, and farebox test set. This equipment is specifically designed for the current installed systems.

**PURPOSE AND JUSTIFICATION:**

The City of Key West's grant funding agreement typically require the City to provide 50% of the overall personnel and operating expenses. Historically, farebox revenue represents 25% of the City of Key West's cost share. Functional fareboxes ensure the proper collection method are used and maintains fiscal accountability of passenger fares.

**FINANCIAL IMPACT:**

The purchase of the GFI/GenFare equipment/accessories, will be funded through a FDOT 5311 Grant / FM #40524739401, Contract ARN97 in an amount not to exceed \$59,688.00. This difference leaves a remaining available project balance of \$55,312.00 for future equipment purchases. Under the current FDOT Joint Participation Agreement (JPA) ARN 97, the City of Key West will receive 100% reimbursement for this purchase. The purchase

*Key to the Caribbean - Average yearly temperature 77° F.*

will be recorded in the Transit Fund 411-4404-544.64 / Machinery and Equipment TS44022101-Bus Miscellaneous Equipment with an offsetting federal transit grant.

**STRATEGIC PLAN:**

Funding received from this PTGA is consistent with *the Key West Forward Strategic Plan, Priority 6: Traffic & Pedestrian Friendliness, Goal 2 Improve Public Transit*. Farebox revenue provides funding for transit operations.

**RECOMMENDATION:**

Recommend authorization to purchase equipment/accessories for the fareboxes in an amount not to exceed \$59,688.00. This action maximizes the ability of the City of Key West to responsibly collect bus fare revenue.