SINGLE SOURCE AWARD **BID # SS-0550-17**

Subject: Annual Support Services for Single Space Parking Meter Equipment

Department: Public Parking

Description of Purchase: Recommend approval of single source award to IPS Group, Inc. to provide annual maintenance and support for single space parking meters equipment. Period of service is from October 1, 2017 through September 30, 2018. Total estimated expenditure not to exceed $128,009.50.

Funding Source: DIPP412ON -To be encumbered by purchase order utilizing various sub-objects

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2017. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

Single Source Award To: IPS Group, Inc.

Price Justification: N/A

Total Award: $128,009.50 **Requisition**: N/A

Attachments: Single Source Form, Vendor Letters and Quote

Certification as to Single Source: Robert Carle, Public Parking Officer, Public Parking

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Annette Burney

Gregory Hease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY **DATE:** _____

APPROVED_____ **DISAPPROVED** _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Jacksonville
Where Florida Begins.

July 11, 2017

Memorandum

To: Gregory Pease, Chief
Procurement Division

From: Robert Carle, Public Parking Officer
Office of Public Parking

Subject: ~~Sole~~ Single Source Request - Annual Support Services for Single Space Parking Meter Equipment

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The Office of Public Parking recommends approval of the ~~sole~~ single source renewal award with IPS Group, Inc. to continue providing parking meter equipment service, software maintenance and financial processing for the period of October, 1 2017 – September 30, 2018. Public Parking requests the ability to cancel this agreement at any time, or to change the agreement to new mutually agreeable terms in the event Public Parking's equipment inventory changes, by giving the vendor 30 days written notice.

All pricing and terms remain the same with a maximum amount not to exceed $128,009.50. These meters, parts, and associated fees are unique to IPS Group Inc., and contracting is essential to replace or maintain existing equipment as well as to support monthly software/reporting costs.

Please find the vendor's request to extend the contract and honor existing terms attached.

SS-0550-11

SINGLE SOURCE REQUEST

Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.

REQUESTING AGENCY (DEPT./DIVISION): DIA / Public Parking

FUNDING SOURCE: DIPP412ON 04603/04957/04662/05215/05216/06429

BRIEF DESCRIPTION OF GOODS/SERVICES:
FY-18 Equipment and support to maintain, repair or replace IPS-brand single-spaced parking meters and the fees associated with maintaining the software and credit card processing features of this equipment.

AMOUNT OF PROJECT (attach quote): $128,009.50.

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):
FY-18 Equipment and support to maintain, repair or replace IPS-brand single-spaced parking meters and the fees associated with maintaining the software and credit card processing features of this equipment. Spare or replacement parts as needed and as per attached price list. Monthly credit card processing and wireless gateway/reporting fees as per attached.

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:
IPS Group Inc. is the sole source manufacturer of the IPS meters currently at & and soon to be installed at 876 locations. As such, they are the only vendor providing repair, software and wireless support, electronic inventory and maintenance tracking, including financial processing as necessary to operate these meters.

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:
Yes, IPS provides a uniquely specialized financial and maintenance operating system and wireless communications required to operate the meters. This system is used to reconcile both transaction data and to check maintenance status. IPS Group currently provides the majority of replacement parts for IPS meters.

Submitted by: Robert Carle Public Parking Officer

Date: 7/17/2017

Requesting Agency's Director's Signature:

Procurement Division ____

March, 2017

City of Jacksonville, FL: IPS meter component pricing sheet

This price list is good for any purchases made thru September 30, 2018.

No minimum purchases are required.

Pricing does not include any applicable Local, State or Federal taxes and shipping fees.

Part Number	Replacement Components	Unit Price
795-008	Complete Meter Mechanism	$465.00
795-302	Card Entry Die Casting	$19.00
795-601	Hybrid Card Reader	$49.00
795-005	Coin Validator	$69.00
795-002	Complete Top Cover (with Lexan insert)	$69.00
795-400	Lexan for Top Cover	$15.00
795-111	Coin Entry Slot	$2.00
795-018	Keypad	$25.00
107-0503-003-PCBA	Validator Connector Board	$15.00
795-600-B	Battery Pack	$29.00
795-603	Validator Connection Cable	$5.00
795-710-PCBA	Solar Panel / Communications Board	$165.00
795-711-PCBA	Main Board	$165.00
795-530	Display Board	$49.00

April 3, 2017

Mr. William Schaefer
Operations Analyst
Public Parking
City of Jacksonville
231 E. Forsyth Street
Jacksonville, FL 32202

Dear Mr. Schaefer,

IPS Group Incorporated wishes to extend the prices referenced in our Quotation originally dated July 30, 2010 to extend thru September 30, 2018. All prices, terms, conditions and sole source information remain the same as in the current contract (identified in your BID SS #SS-0578-10).

Please don't hesitate to contact me if you have any questions.

Sincerely,

Sherry Fountain
Regional Sales Manager

IPS Group Inc.
7737 Kenamar Ct.
San Diego, CA 92121
www.ipsgroupinc.com
sherry.fountain@ipsgroupinc.com
D: 858.568.7768
M: 479.418.9239

SOLE SOURCE AWARD **BID # SS-0275-16**

Subject: Equipment To Repair Or Replace IPS Brand Single-Spaced Parking Meter, Fee Associated With Maintaining The Software And Card Processing Features.

Department: OED/Office of Public Parking

Description of Purchase:
Recommend approval of Sole Source award to IPS Group, Inc., for the purchase of equipment to repair or replace IPS brand single-spaced parking meter, fees associated with maintaining the software and card processing features for the Office of Public Parking. Period of service is October 1, 2015 through September 30, 2016, with an estimated annual expenditure not to exceed $90,588.70.

Funding for this award will be encumbered by account codes and executed by purchase order:

JEJE411ON 04603 $9,000
JEJE411ON 04662 $37,605
JEJE411ON 04957 $32,941.70
JEJE411ON 05215 $4,042
JEJE411ON 05216 $7,000

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2015. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

Sole Source Award To: IPS Group, Inc.

Price Justification: See Attached

Total Award: $90,588.70 **Requisition #** N/A

Attachments: Sole Source Form; Agency Memo; Vendor's Letter

Certification as to Sole Source: Kirk Wendland, Acting Director, Office of Economic Development

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

ANALYST: Katherine Nasworthy

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE*** 9-17-15

James R McCall

ACTION OF AWARDING AUTHORITY

DATE: 9/17/15

APPROVED ✓ **DISAPPROVED** _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-114, Revised 12/2007