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SINGLE SOURCE AWARD **BID # SS-13203-22**

Subject: Annual Support Services for Parking Meter Equipment – FY23

Department: Public Parking

Description of Purchase:
Request approval to increase the Single Source award to IPS Group, Inc. for FY23 Annual Support Services for Parking Meter Equipment by $26,900.00. Total revised not-to-exceed award amount for FY23 will be $109,534.06. Period of service will remain unchanged with an expiration date of September 30, 2023. The increase is needed because the original award amount was for the projected number of parking meters for the year, which was supposed to have been reduced from FY22 by approximately three hundred and ninety (390) meters; however, the number of meters was not reduced.

Funding Source: 41102.135204.552160.000000.00000000.00000.0000000 ($9,672.96)
41102.135301.546030.000000.00000519.00000.0000000 ($17,227.04)
To be encumbered by Purchase Order(s).

Single Source Award To: IPS Group, Inc.

Price Justification: See attachment

Total Award: $109,534.06 **Requisition #:** N/A

Attachments: Agency Memo, Previous Award

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: David Klages

For: Dustin Freeman, 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 _____

City of Jacksonville, Florida

ONE CITY. ONE JACKSONVILLE.

Lenny Curry, Mayor

Downtown Investment Authority
Office of Public Parking
Claude Yates Building
231 East Forsyth Street, Suite 424
Jacksonville, Florida 32202
(904) 630-CITY
www.coj.net

June 23, 2023

MEMORANDUM

To: Dustin Freeman, Chief, Procurement Division

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

Through: Guy Parola, Operations Manager, Downtown Investment Authority

Re: Single Source Award BID # SS-13203-22 – Request to Increase Award to Increase Service for Additional M5 Single Space Parking Meters and Support Equipment

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The Office of Public Parking requests an increase the annual maximum expenditure to Award # SS-13203-22. The total additional amount requested is $26,900.00. This would increase the annual maximum expenditure to $109,534.06. The reason for this request is to continue the current use of on street M5 IPS meters which had been budgeted to decrease down significantly from 929 to 538 meters at the beginning of CY-23. The meter numbers did not decrease due to customer demand for on street parking meters.

Funding for this increase will be provided from:

41102-135204-552160 - $9,672.96
41102-135301-~~546060~~-000000-00000519 - $17,227.04
546030
DK

Your consideration of this recommendation for the respective award would be greatly appreciated.

Attachment: Single Source Award BID # SS-13203-22

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SINGLE SOURCE AWARD **BID # SS-13203-22**

Subject: Annual Support Services for Parking Meter Equipment – FY23

Department: Public Parking

Description of Purchase:
Recommend approval of a Single Source award to IPS Group, Inc. to provide annual maintenance and support for parking meter equipment for FY23. Total expenditure amount not-to-exceed $82,634.06. Period of service will be retroactive from October 1, 2022 through September 30, 2023.

Funding Source: 41102-135204.546030.000000.00000000.00000.0000000
41102-135204.549075.000000.00000000.00000.0000000
41102-135204.546620.000000.00000000.00000.0000000
To be encumbered by Purchase Order(s).

Single Source Award To: IPS Group, Inc.

Price Justification: See attachment

Total Award: $82,634.06 **Requisition #:** N/A

Attachments: Agency Memo, Single Source Request Form, Supplier Letter & Quote, Previous Award

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: David Klages

Dustin Freeman, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE*** 10/20/2022

ACTION OF AWARDING AUTHORITY DATE: 10/20/22

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

FORM GB-113, Revised 12/2007