

Information for Town Council Meeting on September 10, 2019

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA, Director of Finance

FROM: Dean Mealy, II CPPO Town Purchasing Manager

RE: Resolution Approving the Award of GSA Contract No. GS-07F-0031W to Millennium Products, Inc. in the amount of \$93,520 for the replacement of five (5) License Plate Readers and Chalking Systems in the five (5) Parking Enforcement Vehicles due to outdated technology from the Equipment Replacement Fund, Contingent upon Budget Approval, **Resolution No. 81-2019**

DATE: 3 September 2019

STAFF RECOMMENDATION

Staff recommends Town Council approval of Resolution No. 81-2019, award of GSA Contract No. GS-07F-0031W to Millennium Products, Inc. in the amount of \$93,520 for the replacement of five (5) License Plate Readers and Chalking Systems in the five (5) Parking Enforcement Vehicles due to outdated technology.

SUMMARY EXPLANATION/BACKGROUND

The Police Department and the Office of Information Technology sought a GSA Contract for the replacement of all five (5) License Plate Readers and Chalking Systems in the five (5) Parking Enforcement Vehicles due to outdated technology.

The GSA Contract referenced is GS-07F-0031W which contains governmental pricing. The quote attached from the vendor, Millennium Products Inc. Quote No. 2019-81 is attached as backup of all equipment requested to be purchased.

FISCAL IMPACT/FUNDING SOURCE

The funding will for this program is from the Equipment Replacement Fund, contingent upon budget approval.

USER DEPARTMENT CONCURRENCE

The Police Department and the Office of Information Technology are in full concurrence with this recommendation.

DUE DILIGENCE

Due Diligence was conducted to determine vendor responsibility, including corporate status and that there are no performance and compliance issues. The review included conducting market research.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

CC: Jay Boodheshwar, Deputy Town Manager
Nicholas Caristo, Police Chief
Charles Kapachinski, Manager, Office of Information Technology
Duke Basha, Assistant Purchasing Manager