

# **TOWN OF PALM BEACH**

Information for Town Council Meeting on: November 10, 2020

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TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA Finance Director

FROM: Dean Mealy, CPPO Town Purchasing Manager

RE: Resolution to Approve a Purchase Order to Electronic Data Collection Corporation in the Annual Amount of \$50,000 and a Proposed Five Year Contract Award in the Amount of \$250,000 based on Satisfactory Performance and Budget Authorization for Software for the Parking Ticket Management, **Resolution No. 119-2020**

DATE: 29 October 2020

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## **STAFF RECOMMENDATION**

Town staff recommends that Town Council approve Resolution No. 119-2020 authorizing a Purchase Order to Electronic Data Collection Corporation in the annual amount of \$50,000 and establish a five year contract in the amount of \$250,000 based on satisfactory performance and budget authorization for Parking Ticket Management Software utilized the Police and Finance Departments.

## **WHY THIS ACTION IS REQUIRED**

The Police utilizes the software to write and track all parking citations and Finance utilizes for residential parking permit billing. The renewal of the software license is essential to continuing business operations for the Town.

## **GENERAL INFORMATION**

The Town originally solicited the Parking Ticket Management in 2013. The software has been noted as satisfactory for both Police and Finance requirements.

## **FUNDING/FISCAL IMPACT**

Funding for the software is from the Police Department Budget.

## **POLICE AND FINANCE REVIEW**

This item has been reviewed by the Police and approved as recommended.

## **TOWN ATTORNEY REVIEW**

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

### **Attachments**

cc: Nicholas Caristo, Police Chief  
Amy Wood, Assistant Director  
Will Rothrock, Lt., Police Department  
Duke Basha, Assistant Purchasing Manager  
Eric Shibley, CPPB, Senior Buyer