



Legislation Text

File #: 22-0153, Version: 1

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the award of Bid 21-345, Daily Fee Parking Machine Maintenance and Repair, to Electronic Security Solutions, Inc. for an amount not to exceed \$203,777.80 and for a two-year term

DEPARTMENT: Transportation, Engineering and Development

SUBMITTED BY: William Novack, Director

BACKGROUND:

In January 2022, the Transportation, Engineering and Development Business Group (TED) issued Bid 21-345, Daily Fee Parking Machine Maintenance and Repair, to provide maintenance for the nine daily fee machines at the Naperville and Route 59 Metra Stations. These machines allow commuters to pay for their daily fee parking spaces by cash, credit card or Smart Card. The City uses the services of a vendor to maintain these machines, which greatly assists our commuters by providing efficient and fully functioning operating equipment to pay for their daily fee parking space. The machines also assist staff in managing and enforcing daily fee parking. The Police Department enforces daily fee parking using reports run from T2 Flex and TED staff manages the daily fee parking spaces and payments through T2's Digital Iris platform.

DISCUSSION:

| | | | |
|---------------------|------------|---------------------|-----|
| Advertisement Date: | 01/17/2022 | Notices Sent: | 148 |
| Opening Date: | 02/04/22 | Planholders: | 5 |
| | | Proposals Received: | 1 |

Bids were received from the following vendors:

| Vendor Name | Proposed Cost |
|-------------------------------------|---------------|
| Electronic Security Solutions, Inc. | \$203,777.80 |

One vendor who elected not to respond indicated that they do not work with T2 Systems. However, the T2 System is compatible with any vendor and it is the vendor's preference whether or not to work with T2. Daily fee parking machine maintenance is a small market and there are not many vendors who perform this type of service. Limitations on hardware and software appear to be a reason why more bids were not received.

The daily fee machines are only five years old and continue to function well. The T2 software is also performing well for TED staff and the Police Department. Without changing either of these, the City is

unlikely to receive another bid for this service. Electronic Security Solutions, Inc. is the City's current vendor for these services. They installed the daily fee parking machines in 2017 and have maintained them for the last five years. They have performed well, and the City has been satisfied with their performance. The fees proposed by Electronic Security Solutions are consistent with fees the City currently pays.

The services included in Bid 21-345 include cash collections and deposits, maintenance and repair services, weekly inspections, replacement parts and supplies (e.g. paper rolls, printer, bill acceptors, coin counters). The vendor will be bonded and qualified to collect currency and coins from the machines and deliver it to the Finance Department for deposit. The vendor is responsible for physically inspecting the machines twice per week to ensure proper operation and perform routine maintenance. An annual maintenance report will be provided to the City detailing maintenance completed, the current state of the machines and any anticipated repairs that may be necessary for the upcoming year. The quantity of machine supplies and replacement parts are subject to change during the contract term. Bid 21-345 includes unit prices for common machine supplies and replacement parts. The costs and budget for machine supplies and replacement parts will be reviewed annually. The vendor is required to have City approval before purchasing any replacement parts.

The term of this contract is two years from May 16, 2022 to May 15, 2024 with three, one-year options to extend.

FISCAL IMPACT:

CIP #: N/A

Daily Fee Parking Machine Maintenance and Repair is expensed to the account listed below. A total of \$90,650 has been budgeted for this expense in 2022. The requested award, through May 2024, is within the budgeted amount for this expense and will be budgeted appropriately throughout the remainder of its term.

| Account Number | Fund Description | Total Budget Amount |
|-----------------|------------------|---------------------|
| 30101200-531303 | Commuter Fund | \$30,000 |
| 30101200-531312 | Commuter Fund | \$10,000 |
| 30101200-532316 | Commuter Fund | \$150,000 |
| 30101200-541407 | Commuter Fund | \$15,650 |