



REPORT TO CITY COUNCIL

To: Honorable Mayor and Members of the City Council

From: Grant Yates, City Manager

Prepared by: Jason Simpson, Assistant City Manager

Date: February 27, 2018

Subject: Authorize the Purchase and Installation of Washers, Dryers and Soap Vending Machine, all with RFI Electronic Payment Function for the Check-in Building Laundry Facility at the Campground Project (CIP PROJECT #Z40007)

Recommendations

1. Authorize the City Manager to purchase 8 Washers, 8 Dryers and 1 Soap Vendor Machine all with RFI Electronic Payment Function in the amount of \$38,445.89 from PWS Inc. for the RV Resort Rehabilitation Project (CIP PROJECT #Z40007).
2. Waive the formal bidding process per Municipal Code Section 3.08.070(G) for purchases and installation from PWS Inc. since it is the only known available washer and dry system compatible with the RV Resort Rehabilitation RFI system.

Background

In an effort to create a moneyless resort washer and dryer vending machines will utilize "Radio-Frequency Identification" (RFI) technology. RFI refers to a technology whereby digital data encoded in tags or smart labels are captured by a reader via radio waves. RFI data is similar to barcoding in that data from a tag or label are captured by a device that stores the data in a database. The stored data can be used to facilitate a purchase utilizing electronic currency, personnel identification, time date facility access etc. The application of RFI technology throughout the RV Resort will improve operational efficiency, security fiscal control and accountability. As such vending machines capable of this technology are very limited.

Discussion

The 9 Washers, 9 Dryers and 1 Soap Vending Machine will be installed in the Check-in building and may be utilized by the patrons of the RV Resort on an electronic pre-paid system. These machines are all commercial grade high capacity washers and dryers and come fully warranted. This purchase is inclusive of all sales tax and delivery fees. Installation will be performed by the building contractor once the machinery is delivered. Because of the limited washer and dryer vending machine availability with RFI electronic payment function this purchase is classified as a sole source purchase and it is in this light the formal bidding be waived.

Fiscal Impact

RV Resort Rehabilitation Project (CIP PROJECT #Z40007) is included in the Fiscal Year 17/18 – 21/22 Capital Improvement Plan (CIP) budget.

Wavier of Competitive Bidding Procedures

Pursuant to Section 3.08.070(G) of the Municipal Code, the City Council has the discretion to waive the competitive bidding requirement that would otherwise be utilized for this purchase. The system benefits outlined above and the fact that these products are available through our previously selected provider and to switch to another vendor would require a significant investment that far exceeds the investment made already with existing providers, staff recommends that the City Council waive the competitive bidding pursuant to Municipal Code Section 3.08.070(G) and allow the City Manager to contract directly with PWS Inc. as outlined in this agenda report.

Exhibits

A: PWS Inc. Quote Dated 5/16/2018