



Department Source: Public Works

To: City Council

From: City Manager & Staff

Council Meeting Date: July 16, 2018

Re: Authorizing a Parking Meter Parts and Components Term and Supply Contract with MacKay Meters, Inc.

## Executive Summary

Authorize the City Manager to execute a parking meter parts and components term and supply contract with MacKay Meters, Inc.

## Discussion

Through a competitive bid process, MacKay Meters, Inc. was chosen to provide replacement parking meters, housing and related equipment for the Parking Utility as needed. This is an open ended contract with MacKay Meters to allow staff to continue to purchase parking meters, parts, housing and collection equipment. Staff will still be required to submit a separate purchase order through the Purchasing division for each purchase.

The initial term of the agreement is for one year, but allows for automatic renewals for successive one year terms unless otherwise terminated by either party.

## Fiscal Impact

Short-Term Impact: Unknown as purchases will only be made as parts are needed.

Long-Term Impact: Unknown as purchases will only be made as parts are needed.

## Strategic & Comprehensive Plan Impact

### [Strategic Plan Impacts:](#)

Primary Impact: Not Applicable, Secondary Impact: Secondary, Tertiary Impact: Tertiary

### [Comprehensive Plan Impacts:](#)

Primary Impact: Not Applicable, Secondary Impact: Secondary, Tertiary Impact: Tertiary

## Legislative History

Date	Action
None	None

## Suggested Council Action

Authorize the City Manager to execute a parking meter parts and components term and supply contract with MacKay Meters, Inc.