

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

AGENDA DATE: February 13, 2024
PUBLIC HEARING DATE: Not Applicable

CONTACT PERSON(S) NAME AND PHONE NUMBER:
Anthony R. Dekeyzer, Director of Mass Transit, (915) 212-3306
K. Nicole Cote, Managing Director (915) 212-1092

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: No. 7 – Enhance and Sustain El Paso's Infrastructure Network

SUBGOAL: 7.3 – Enhance regional comprehensive transportation system

SUBJECT:

Discussion and action on the Request that the Managing Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) for solicitation 2024-0283 Amano Parking Control Equipment and Services to Mitchell Adding Machine Co., Inc. dba Mitchell Time and Parking the sole and authorized distributor for an initial term of three (3) years for an estimated amount of \$144,837.00. Supplier will be required to provide an updated sole source letter and affidavit each year.

BACKGROUND / DISCUSSION:

This equipment is used for issuing parking passes and the physical barriers that prevent unauthorized parking in the facility. This contract will allow the purchase of Service, Software, Preventative Maintenance and Parts needed to secure and operate the entry and exit gates of the parking garage.

SELECTION SUMMARY:

General Exemption under Texas Local Government Code Section 252.022 Part 7 (D) captive replacement parts or components for equipment. Mitchell Adding Machine Co., Inc. dba Mitchell Time and Parking is the sole and authorized distributor of Amano McGann products.

CONTRACT VARIANCE:

The difference based in comparison to the previous contract is as follows: A decrease of \$138,209.00 for the initial term, which represents a 74.11% decrease due to no new parking equipment needed to be purchase.

PROTEST

N/A

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:


Amount: \$144,837.00
Funding Source: General Fund
Account: 560-3200-60030-522020- P6005

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? X YES NO

PRIMARY DEPARTMENT: Mass Transit (Sun Metro)
SECONDARY DEPARTMENT: Purchasing & Strategic Sourcing

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: Deputy Transit Officer



Anthony R. Dekeyzer, Director of Mass Transit

Project Form
Non-Competitive

*****Posting Language Below*****

Please place the following item on the Regular Agenda for the Mass Transit Board Meeting of February 13, 2024.

Strategic Goal 7 - Enhance and Sustain El Paso's Infrastructure Network

The linkage to the Strategic Plan is subsection: 7.3 Enhance a regional comprehensive transportation system

Award Summary:

Discussion and action on the Request that the Managing Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) for solicitation 2024-0283 Amano Parking Control Equipment and Services to Mitchell Adding Machine Co., Inc. dba Mitchell Time and Parking the sole and authorized distributor for an initial term of three (3) years for an estimated amount of \$149,037.00. Supplier will be required to provide an updated sole source letter and affidavit each year. This contract will allow the purchase of Service, Software, Preventative Maintenance and Parts needed to secure and operate the entry and exit gates of the parking garage.

Contract Variance:

The difference based in comparison to the previous contract is as follows: A decrease of \$138,209.00 for the initial term, which represents a 74.11% decrease due to no new parking equipment needed to be purchase.

Department:	Mass Transit (Sun Metro)
Award to:	Mitchell Adding Machine Co., Inc. dba Mitchell Time and Parking
City & State:	Austin, TX
Item(s):	All
Initial Term:	3 Years
Option Term:	N/A
Total Contract Time:	3 Years
Year 1 Estimated Award:	\$37,922.00
Year 2 Estimated Award:	\$55,025.00
Year 3 Estimated Award:	\$56,090.00
Initial Term Estimated Award:	\$149,037.00
Option Term Estimated Award:	N/A
Total Estimated Award:	\$149,037.00
Account(s):	560-3200-60030-522020- P6005
Funding Source(s):	General Fund
District(s):	All

Non-Competitive Procurement under Local Government General Exemption: Section 252.022 - (7) a procurement of items that are available from only one source (D) captive replacement parts or components for equipment;

The Purchasing & Strategic Sourcing Department and Mass Transit (Sun Metro) Department recommend award as indicated to Mitchell Adding Machine Co., Inc. dba Mitchell Time and Parking under the exemption listed above.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

Additionally, it is requested that the City Attorney's Office review and that the City Manager or designee be authorized to execute any related contract documents and agreements necessary to effectuate this award.



PURCHASING & STRATEGIC SOURCING DEPARTMENT

SOLE SOURCE AFFIDAVIT

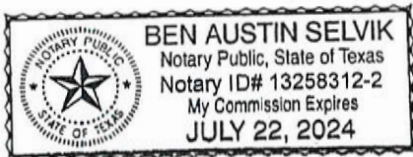
THIS IS AN OFFICIAL PURCHASING DOCUMENT-RETAIN WITH PURCHASE ORDER FILE

Before me, the undersigned official, on this day, personally appeared _____ a person known to me to be the person whose signature appears below, whom after being duly sworn upon his/her oath deposed and said:

1. My name is Ryan Monahan. I am over the age of 18, have never been of a convicted crime and am competent to make this affidavit.
2. I am an authorized representative of the following company or firm: Mitchell Time and Parking
3. The above named company or firm is the sole source for the following item(s), product(s) or service(s):
Amano McGann Parking Control Equipment and Services
4. Competition in providing the above named item(s) product(s), service(s) is precluded by the existence of a patent, copyright, secret process or monopoly as stated under Section 252.022, Subchapter A of the Local Governmental Code 7A or as provided for under 7B-F of the same section. Also, attached hereto is a sole source letter, which sets forth the reasons why this Vendor is a sole source provider (dated and signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
6. **Note: This Vendor understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible Vendor on this and future purchases and may result in discontinuation of any/all business with the City of El Paso.**

Signature

SUBSCRIBED AND SWORN to before me on this 12th day of December



Ben Austin Selvik
NOTARY PUBLIC

Ben Selvik
PRINTED NAME

July 22, 2024
MY COMMISSION EXPIRES

COMPANY NAME: Mitchell Adding Machine Co., Inc. DBA Mitchell Time and Parking

ADDRESS, CITY, STATE & ZIP CODE: 4806 North IH 35, Austin, TX 78751

PHONE: 512-371-7773 FAX NUMBER: 512-371-7181

CONTACT NAME AND TITLE: Ryan Monahan, Estimator

WEB ADDRESS: mitchelltimeandparking.com EMAIL: ryan@mitchelltimeandparking.com

FEDERAL TAX ID NUMBER: [REDACTED] TEXAS SALES TAX NUMBER: [REDACTED]



Amano McGann, Inc.

2699 Patton Rd

Roseville, MN 55113

Phone: (612) 331-2020

Fax: (612) 331-5187

www.amanomcgann.com

December 14, 2023

Subject: Statement of Qualifications – Mitchell Time and Parking

To Whom It May Concern:

This letter will serve as confirmation that Mitchell Time and Parking's status as an authorized dealer and sole source supplier for all Amano McGann products in El Paso, Texas. Mitchell Time and Parking is the only authorized dealer of Amano McGann, Inc. parking access and revenue control system products sold in El Paso, Texas.

Mitchell Time and Parking is the only approved vendor that utilizes factory trained and certified personnel for installation, servicing and technical support of Amano McGann, Inc. parking systems in the El Paso area. As one of our premier active Amano McGann, Inc. dealers, Mitchell Time and Parking has been in good standing for over 20 years.

Should you have any questions, please feel free to contact me at (314)703-0008.

Sincerely,
Amano McGann, Inc.

Jeff Becker
Vice President – Strategic Accounts