

September 7, 2004

Honorable Mayor and Members of
The Hermosa Beach City Council

Regular Meeting of
September 14, 2004

**REQUEST TO PURCHASE SYMBOL HANDHELD COMPUTERS
FOR COMMUNITY SERVICES DIVISION**

RECOMMENDATION

Staff recommends that Council:

1. Authorize the purchase of two Symbol Handheld computers and the necessary accessories including software from Duncan Parking Technologies Inc. located in Glendale, California for \$11,763.

BACKGROUND

The City of Hermosa Beach has completed the process of replacing the old mechanical parking meters with battery operated digital parking meters. The maintenance and repair of these new meters is accomplished through the use of the Symbol Handheld computer device. The device, when held in close proximity to a meter reports the status and recommends maintenance or repair procedures.

ANALYSIS

The purchase of this equipment is essential to the proper maintenance and repair of the digital parking meters. The price includes the necessary training for our people (on-site) and a one-year warranty on the equipment. Duncan Parking Technologies is the sole source for the purchase of this equipment. City regulations allow for the purchase of items outside the RFP process if the vendor is the sole-source of that particular item.

FISCAL IMPACT

The funds for the purchase of this equipment were approved in the 2004/2005 budget and have been appropriated from the Equipment Replacement Fund.

Respectfully submitted,

Concur:

Michael Lavin, Chief of Police
Hermosa Beach Police Department

Stephen Burrell
City Manager

Fiscal Impact:

Viki Copeland
Finance Director