

STAFF REPORT REGULAR MEETING

AGENDA DATE: January 3, 2023

DEPARTMENT: Leisure Services

TITLE:

Purchase Agreement with DesignstoGo, Inc, for Digital Interactive Information Kiosks

SUMMARY:

This Purchase Agreement for the purchase and installation of two Digital Interactive Information Kiosks with DesignstoGo Inc.

BACKGROUND AND JUSTIFICATION:

The City issued Request for Proposals #22-200 for Digital Interactive Information Kiosks. The City entered into negotiations with both Respondents who submitted proposals. The proposal submitted by DesignstoGo was found to be most responsive and at the lower cost to the City.

The purchase agreement would allow for the purchase and installation of two Digital Interactive Information Kiosks. The kiosks would be placed outside of City Hall located at 7 North Dixie Highway and the Cultural Plaza located at 414 Lake Avenue. The kiosks would allow the communication team to expand its public outreach of city information, promotional material as well as serve as an information hub during critical emergency responses.

On February 4, 2022, the Bureau of Justice Assistance approved GAM 550427 for the City's award number 2020-VD-BX-0500 under the Coronavirus Emergency Supplemental Funding (CESF) Program. The approved GAM included the implementation of an Informational Kiosks Pilot Program.

The proposed kiosks are special outdoor devices with features that include unbreakable glass, full weatherproofing, and backup power sources so they can continue to work even during a power outage. During normal times the kiosks will provide information to the public regarding upcoming events, refuse schedules, and maps of city properties and public facilities. More importantly, they will provide critical information to the public about emergency situations, such as the ongoing pandemic.

This pilot program will serve as a key component of the City's emergency plan by providing relevant emergency updates to the public. This information will be provided in English, Spanish and Haitian Creole so that all residents will receive the information in the language they are most comfortable with and best comprehend. The kiosks will be of utmost importance should the City lose power and internet as residents will be able to make their way to the kiosks and get up-to-date information.

MOTION:

Move to approve/disapprove the purchase agreement with DesignstoGo, Inc, for the purchase and installation of two Digital Interactive Information Kiosks.

ATTACHMENT(S):

Fiscal Impact Analysis
DesignstoGo Agreement
Evaluation Matrix

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Inflows					
Current Appropriation	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows					
Operating	0	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact	0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

New Appropriation Fiscal Impact:		
	Revenue Source	Expenditure
Department		
Division		
GL Description		
GL Account Number		
Project Number		
Requested Funds		

Budget Transfer Impact		
	Revenue Source	Expenditure
Department		
Division		
GL Description		
GL Account Number		
Project Number		
Requested Funds		

Contract Award - Existing Appropriation	
	Expenditure
Department	
Division	
GL Description	
GL Account Number	
Project Number	
Requested Funds	