

City of Louisville; OFFICE OF MANAGEMENT AND BUDGET
Division of Procurement

Non-Competitive Purchase / Contract Request Form

Department	PARC	Department Contact	KieuM Le
Contact Email	KieuMy.Le@louisvilleky.gov	Contact Phone	502 574-1689

Professional Services are services that require specialized skills, knowledge, and expertise, often provided by individuals or firms with professional qualifications.
Sole Source is when goods or services being procured are unique, specialized, or proprietary in nature, and there are no comparable alternatives available in the market.

Request Date	Contract Type: Professional Service	D	Sole Source (Goods/Services)	[Z]
Requested Contract Term:	Start 7/1/24	End 6/30/25	One-time purchase	D

Title of goods or service to be acquired: On-street parking meters and parts

CONTRACT SCOPE and PURPOSE (Attach additional documentation if necessary)
Be specific about the work to be performed or product to be purchased including but not limited to scope of work; description of service and work product created.

POM is the manufacturer of all the parking meter housings and vaults that we currently have in the city. Roughly 40% of the On-Street metered spaces still utilize the POM single and double space meters. We also utilize POM for all locks, keys, and coin canisters for security purposes.

SUPPLIER INFORMATION

Supplier Legal Name	POM INCORPORATED		
OBA			
Point of Contact	Terry Henderson	Email	terr@oom.com
Street	200 S. Elmira Avenue		
Suite/Floor/ Apt		Phone	(479) 223-5103
City	Russellville	State	AR Zip Code 172802
Federal Tax ID#	I SSN# (If sole proprietor)		
Louisville Metro Revenue Commission Account#			
Louisville Human Relations Commission Certified Business	D Minority	0 Disabled	
	f I Woman	I LGBT	I

FINANCIAL INFORMATION

Not to Exceed Contract Amount	\$75,000.00	(Including reimbursement expenses, if applicable)				
end Categ						
Fund:	9502	Cost Center:	954 PARC OPERATIONS			
Program:		Project:				
Grant:		Other Worktags:				
Payment Rate		per hour		per day		Other - describe below
		per month		per service	Pursuant to contract	
Payment Frequency		Monthly	x	Upon Completion/ Delivery		
		Quarterly		Other		



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JUSTIFICATION FOR NON-COMPETITIVEPURCHASE/ CONTRACT (Attach additional documentation if necessary)

Technical Justification -Explain why the requested goods or services can only be provided by the selected supplier. Include any technical specifications, unique features, or specialized expertise that make the supplier the only viable option.

POM is the manufacture of the single/double space meters along with the housings and vaults. The parts that would be needed for repairs are only sold by POM. This includes all keys, locks and coin collection canisters.

Operational Necessity- Describe how the requested goods or services are critical to the operation. Explain any potential disruptions or negative impacts that could arise from using an alternative supplier.

These parts, keys and coin canisters are critical to keep the meters functioning and the keys/locks are critical for security purposes.

Market Research - Provide the results of the market research conducted to determine if alternative suppliers are available. Include a summary of the research process, the suppliers considered, and the reasons why these alternatives were deemed unsuitable.

POM's designs are patented and can't be purchased through other suppliers.

Cost Considerations - Where it is reasonable to do so, departments should make all efforts to negotiate and validate that pricing meets market expectations and is advantageous to Metro. Describe how the cost of services offered were determined to be reasonable. Detail any cost savings, if applicable, and how these savings compare to potential alternative suppliers.

N/A

Previous Relationship - Note any known pre-existing relationship or business history with the supplier.

We have been utilizing POM equipment for On-Street metered parking for over a decade.

AUTHORIZATIONS:I confirm that the information contain herein is accurate and complete to thebest of my knowledge.

Based upon the review of information contained herein, competition is not feasible and the request for purchase/ contract is approved.

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ocuSigned by:

_____, w.aak' v.jl. _____
:a¥rrl'effl'Uirector Signature

_____,N"."A.V. Jijl. f_____
rement.airector Signature

Mike Tudor

4/3/2024

Joel Neaveill

4/9/2024

Printed Name

Date

Printed Name

Date

Comments:

DS
Sk

Model E Tamperproof, Magnum, and 95 HOUSING Parts and Accessories, sorted by POM Part Number,
Effective January 1 2024 (*means must be configured, with part number shown as base) price without
notice

Part No.	Duncan	Part No. Description		
100-244		E-ring	\$	0.45
100-368	1903	Screw 6-32x3/16	\$	0.19
100-384-KXA		Key for top housing, KXA	NO LONGER AVAILABLE	
100-384-POM		Key for top housing, specify series in last three digits (POM, MCM, MBM)	\$	4.27
100-398		Number plate, specify numbers	\$	1.27
100-399		Blank number plate	\$	0.74
100-424		Drive screw #0x1/4	\$	0.16
100-426		Mounting bolt 1/2-13x5 Grade 5 h.d.	\$	0.96
100-434		Washer, 1/2" flat	\$	0.42
100-435		Steel wedge assy, 2" w/nut	\$	6.00
100-436		Nut, expansion anchor	\$	2.56
100-437		Steel wedge, 2" (3 required)	\$	1.00
100-438		Steel wedge assy, 2-1/2" w/o nut	\$	6.00
100-466		Lock assy for E iron or zinc mech housing (specify series EX-, MM-, etc.)	\$	34.00
100-468		Key, E upper, specify code EX-, MM-, etc.	\$	7.78
100-469		Handle for tubular key	\$	15.00
100-471		Nut, large for lock	\$	0.69
100-472		Nut 9/32-28	\$	0.39
100-473		Lock washer	\$	0.20
100-530		Pipe, Sched. 40 galvanized steel, 2" i.d., 48"	\$	39.00
100-531		Pipe, Sched. 40 galvanized steel, 2" i.d., 60"	\$	46.00
100-532		Pipe, Sched. 40 galvanized steel, 2" i.d., 51"	\$	44.00
100-556*		Twin adapter assembly, aluminum, for 2" ID pipe, set-screw mounting type, specify type of meter to be mounted, unpainted		\$48.00
100-562		Bolt, twin adapter, 1/2-13x4 Grade 5	\$	0.68
100-569		Set screw 1/4-20x5/8	\$	0.60
100-637		Screw, 4-40x3/8, flat head	\$	0.13
100-638		Return spring, Y wheel	\$	0.72
100-639		Return spring, X wheel	\$	0.69
100-677		Safeguard coin box w/o door	\$	23.62
100-678		Safeguard coin box for E or Duncan, specify code	\$	37.00
100-684		Safeguard Coin box Door, Specify Code	\$	18.76
100-685		Lock cap	\$	3.68
100-686		Y latch wheel	\$	1.01
100-687		X Latch wheel	\$	0.94
100-717		Screw, coin door bracket	\$	0.24
100-840*		Quad mounting adapter assy, 2"	\$	120.00
100-841*		Quad mounting adapter assy, 2"-1/2"	\$	130.00
101-200		Base flange, die cast zinc, for 2" ID (2-1/2"OD) pipe, unpainted	\$	22.21
101-201		Base flange, die cast zinc, for 2-1/2" ID (3"OD) pipe, unpainted	\$	25.50
101-334		Retainer washer	\$	0.16
101-410		Open top box, OBSOLETE, SUB 103-575	\$	5.04
101-410-001	1348	Open top box, 95 vault, OBSOLETE, SUB 103-575	\$	5.04
101-415		Wall mounting bracket	\$	97.00

101-574	Changematic lock for E zinc or iron Mech housing, specify series 1K-, 2K- Etc.	\$	37.50
101-574-101	Changematic lock for Duncan 60, w/nut Specify series	\$	37.50
101-575-003	Changematic lock assy for E TP Vault doors	\$	37.50
101-579	Changematic reset tool, specify 1K-, 2K-, etc.	\$	9.05
101-678	Large number plate. specify number	\$	1.50
101-678-001	Special Large Number plate, specify number	\$	1.32
101-678-006	1705 Serial number plate (specify#)	\$	1.44
102-058	Washer	\$	0.03
102-178	Steel wedge assy, 2-1/8" ID pipe	\$	5.38
102-488-001	Medeco lock for E vault doors, specify Series	\$	39.76
102-629	Roll pin	\$	0.66
102-652	2041-3 Dome window, Lexan, rounded	\$	3.66
102-670-001	Lock, Medeco, for E zinc or iron mech housings, specify series	\$	31.00
102-671	Key, Medeco, short for mech housing	\$	6.85
102-680	Slide, hinge	\$	1.06
102-680-001	Slide, hinge, Magnum	\$	1.06
102-754-001-POW	Vault, E iron. without door, powder painted gray, machined for #10-32 screws (will fit Duncan zinc mech top)	\$	115.00
102-754-POW	Vault, E iron, without door, powder painted gray, machined for 5/16-24 screws (will fit Duncan iron mech top)	\$	116.00
102-895	Screw	\$	0.14
102-935	Base flange, stamped aluminum, unpainted, for 2" ID (2-1/2" OD) pipe	\$	9.00
102-958	Coin box bracket, std coin obx	\$	7.22
102-959	Coin box bracket. lg or Magnum coin box	\$	8.20
102-962	Hinge bracket assy	\$	3.10
102-965-POW	Vault, E zinc, w/o door, powder painted	\$	111.00
102-967-POW	Vault door, E zinc, powder painted gray	\$	29.71
102-986	Key, service, National Lock, series?	\$	15.00
102-987	Key, set, National Lock, series?	\$	24.02
102-992	Lock slide for Changematic, Medeco, Duo, or National Lock	\$	3.63
102-992-001	Lock slide for E-lock	\$	3.63
102-993	Lock cam, Changematic	\$	1.39
102-993-001	Lock cam, Medeco or Duo	\$	1.39
102-994	Shoulder screw for E-lock in vault	\$	0.80
102-997-001-POW	Converter, Twin, for Duncan zinc top, powder painted DISCONTINUED		NIA
102-998-001	Lock plug, POM, E mech housing	\$	15.33
103-008	Lock barrel, Medeco, for E vault door	\$	2.09
103-012	Lock plug, Medeco, for E vault door	\$	35.68
103-013	Cam, E-Lock	\$	2.19
103-015	Nut, E-Lock, TP Vault	\$	1.50
103-017	Shoulder screw for E-lock in vault	\$	1.17
103-026	Lock, Illinois Duo, for E vault, series?	\$	29.50
103-027	Lock, Illinois Duo, for E tops, series?	\$	29.50
103-051-POW	Vault door, E iron, powder painted gray	\$	46.77
103-063	Gripper wedge (3 required)	\$	2.00
103-064	Gripper wedge assy w/nut, 2" ID pipe	\$	6.00
103-065	Gripper wedge kit w/washer & grade 5 bolt	\$	6.71
103-068	Shoulder screw for Medeco, Duo, Changematic, or National vault locks	\$	1.20
103-184	Plate, drain	\$	8.25

103-189	Plug, rubber	\$	0.13
103-208	E-ring	\$	0.12
103-252	Key, steel tubular w/o handle, long, specify series 1K, 2K, etc.	\$	28.88
103-253	Key, steel tubular w/handle. long. specify series 1K. 2K, etc.	\$	38.23
103-284	Gripper wedge assy w/nut, 2-1/2" pipe	\$	10.18
103-290	Chute for twin converter	\$	8.40
103-291	Chute top for twin converter	\$	3.73
103-310	Gasket, drain plate	\$	0.59
103-395	Key, Changematic, w/smaller style zinc	\$	26.50
103-436	Key, Changematic, w/extension and zinc	\$	28.82
103-536	Lori (Login) vault key	\$	31.25
103-540	Lori lock assembly, with cam and collar, for zinc or iron TP vault door	\$	20.41
103-542-POW	Sleeve, decorative, painted, 42" long	\$	54.70
103-543-POW	Base, decorative, painted, w/set screws	\$	30.27
103-575	Open top coin box, new white POM	\$	5.04
103-594	Lock washer for E-lock plug, upper housing, 5/16" internal tooth	\$	0.26
103-595	C clip retainer for E-lock plug, 5/16" SS	\$	0.80
108-002	2395 Dome gasket (fits Duncan zinc tops)	\$	0.62
108-006*	Coin box, Cicolac, expanded, w/E-lock	\$	50.00
108-006*	Coin box, Cicolac, expanded, w/L series lock	\$	50.00
108-007*	69201-101 Coin box, Cicolac, for Duncan duplexes specify code, w/E-lock	\$	50.00
108-007*	69201-101 Coin box, Gicolac, for Duncan duplexes specify code, w/L series lock	\$	50.00
108-008*	69200-101 Coin box, Cicolac, standard size, with E-lock specify series	\$	50.00
108-008*	69200-101 Coin box, Cicolac, standard size, with L series lock specify series	\$	50.00
108-076	2902-3 E-lock for coin box, specify series	\$	13.30
108-078	2302-2 E-key for collection head, specify series	\$	13.00
108-078-001	E-key, long, steel	\$	11.00
108-081-001	1037-5 Screw	\$	0.13
108-111	3499 Rate Plate		\$2.45
108-255	3331-2 Door bracket screw, 95	\$	0.10
108-256	Washer	\$	0.07
108-259	National vault lock, specify series	\$	40.92
108-277	Dome gasket	\$	1.20
108-287	Kit for installing customer's Duncan changelock in Model E door	\$	7.25
108-293	Changematic lock for Duncan 65 and 76, w/screw in tail; specify series	\$	20.00
108-299	3002 Lock cam for Duncan Model 76	\$	0.99
108-300-POW	Iron dome, E, powder painted gray	\$	29.20
108-302-POW	Iron mech housing, powder painted gray	\$	64.00
108-307-001	Washer	\$	0.29
108-308	Lock arm for EX, Medeco, Duo and Changematic upper housing locks	\$	0.48
108-308-001	Lock arm, POM lock	\$	0.48
108-308-002	Lock arm, E-lock	\$	0.48
108-309	79019 Dome Retainer, E or Duncan iron top	\$	6.43
108-310	Screw	\$	0.88
108-311	Enforcement plate with decal, specify	\$	1.73
108-311-001	Decal for enforcement plate, specify verbiage	\$	0.50
108-312	9025-9 5/16" housing attachment screw	\$	0.16

108-312-002	Screw 5/16x1-1/4" socket head cap screw	\$	0.32
108-314-POW	Zinc dome housing, powder painted gray	\$	18.64
108-316-001-POW	Zinc mechanism housing, powder painted gray (for Medeco lock)	\$	65.00
108-316-004-POW	Zinc mechanism housing, multibay, powder painted gray	\$	54.54
108-316-POW	Zinc mechanism housing, powder painted gray (for EX, Changematic, Duo or E-lock)	\$	67.00
108-322-POW	6070 Twin adapter plug, powder painted	\$	3.50
108-323	4297 Twin adapter nut	\$	0.52
108-325	3048 Twin adapter bolt 1/2-13x4	\$	2.52
108-326*	69116-003 Twin adapter assy, iron, specify type of meter and wedge assy style	\$	140.00
108-330	Collection head assy w/key	\$	350.00
108-346	62058-4 VIP key with handle (combination?)	\$	10.78
108-346	E-key, long for vault, specify series	\$	12.95
108-347	62058-2 E-key, short for mech housing, series?	\$	12.00
108-365	Coin box lock, Duo, specify series	\$	9.00
108-379	Key, collection head, Duo L-series	\$	10.00
108-381	Medeco key, long for vault, series?	\$	8.60
108-393	75030 E-lock plug for coin box, code?	\$	13.56
108-398	Screw 10-32x1"	\$	0.19
108-402	III. Duo key, short, mech housings specify	\$	8.00
108-402-002	III. Duokey, long for vault, series?	\$	11.16
108-404	Flat washer	\$	0.98
108-405	3016-2 E-lock barrel for mech housings	\$	3.00
108-406	Large nut	\$	0.43
108-411	3327 Spin shield	\$	0.22
108-412	3381 Fixed shield for vault	\$	0.45
108-412-001	3381-1 E-lock plug shield for vault	\$	0.41
108-420	POM lock barrel, mech housing	\$	2.00
108-423	3329 Lock washer, 95	\$	0.11
108-425	63325 E-lock plug NO LONGER HAS THREADS, requires clip 103-595 when installed in vault; also requires 103-594 washer when installed in E zinc upper housing, both sold separately	\$	15.07
108-427	63022 E-lock plug w/square, specify series	\$	15.07
108-430	2016 Nut, 95	\$	0.07
108-431	Lock bolt, POM lock	\$	0.29
108-432	3023 Screw, 12-28 x 3/16 truss head	\$	1.80
108-438-004	Instruction decal, zinc upper, Insert Coin	\$	0.74
108-448	Lock barrel, TP vault door	\$	2.13
108-448-001	3317-21 Lock barrel, 95 vault door	\$	2.67
108-473	9023-1 Lock barrel	\$	3.00
108-474	9022 Primary lock shield, mech housing	\$	2.60
108-482-POW	73345-10 Door, 95, with bushing, powder painted	\$	21.71
108-485	73341 Lock bolt assy, 95	\$	1.80
108-538	9027-1 Set screw	\$	0.35
108-560	Drive screw	\$	0.04
108-564	9024 Lock retaining pin	\$	0.05
108-569	3302 Lock cam, 95	\$	0.75
108-574	E-lock for vault doors, specify series	\$	28.19
108-587	2041-1 High-visibility Lexan dome (flat faced)	\$	4.42
108-643	9018 Dome gasket (sub 108-277)	\$	2.40
108-644	Screw #8-15x1, Phillips flat head	\$	0.05
108-657	Gasket, window, formed	\$	1.02
108-672	Exercise key, E style	\$	11.33

108-687	Changematic lock for Duncan 76 duplex	\$	22.50
108-696	Lock slide, wire form	\$	4.08
108-698-002	Lock arm, wire form	\$	1.00
108-701	Bracket, lock slide	\$	0.96
108-702	Lock slide spring, wire form	\$	1.32
108-739	Changematic lock for 95 vault door	\$	25.00
108-769	3326-1 Lock bolt retainer bracket, 95	\$	2.10
108-770	3378 Lock retainer	\$	0.90
108-771	73372 Door link and bracket assy, 95	\$	7.64
108-775	73371-2 Door bracket assy right, 95	\$	2.20
108-777	73371-1 Door bracket assy left, 95	\$	2.20
108-780	73373 Coin box retainer assy, 95	\$	7.00
108-783-POW	9016-2 Housing Cap, powder painted	\$	40.00
108-786-POW	9017-6 Upper housing, 95 Iron, powder painted	\$	72.30
108-788-POW	90405 Ductile iron lower housing with serial plate holes, powder painted	\$	65.10
108-789	9020 Locking rod	\$	15.00
108-791	3308 Bumper, 95	\$	1.43
108-792	3349 Instruction plate, 95	\$	1.00
108-816	79001-1 Upper housing lock assy (specify	\$	32.00
108-825-001	Dome Gasket thick $\frac{1}{4}$ " for Duncan Iron mech housing w/insert	\$	2.10
108-828-x	Key, Duo, for 95 vault	\$	10.18
108-846-x	Key, Duo, with handle, for 95 vault	\$	20.00
108-850	III. Duolock for 95 vault door	\$	22.00
108-879	Upper Housing Key, Mid-length for 95	\$	9.57
108-905-POW	Vault, Magnum iron, powder painted	\$	120.00
108-906-003-POW	Door, Magnum iron vault, powder painted, machined for Nat'l Lock (or specify if other lock)	\$	35.19
108-914*	Coin box, Cylolac, Magnum size, specify code	\$	55.00
108-932	Battery holder, holds 4 AA batteries with one snap on top	\$	3.40

108-926	Open top coin box, Magnum	\$	10.71
108-942	Lori (Login) lock for zinc TP upper housing	\$	17.25
108-943	Lori (Login) key for zinc TP upper housing	\$	31.25
SMARTLOCK PARTS:			
100-367	Clip, SmartLock	\$	0.28
100-420	Screw	\$	0.18
102-967-006-POW	Tamperproof Door, Zinc, machined for Smartlock, painted (specify paint color)	\$	30.00
103-051-014-POW	Tamperproof Door, Iron, machined for Smartlock, painted (specify paint color)	\$	40.00
103-492	Frame, SmartLock	\$	0.50
103-501	Foam spacer, SmartLock	\$	0.10
300-786	Solenoid w/leads and plug	\$	6.25
300-790	Cable assy, Smartlock	\$	4.75
301-147	Card, Audit, SmartLock	\$	7.00
COMMUNICATIONS HARDWARE:			
301-278-R	Panasonic Toughbook CF-20 or later	\$	1,800.00
301-278	Panasonic Toughbook CF-20 or later, New	\$	3,889.00
301-277	Cable/wand assembly, USB, for Panasonic	\$	149.35
301-266	Cable/wand assy, serial, Archer 1 only	\$	149.35
301-267	Cable/wand assy, serial, Archer 2 only	\$	149.35
301-101	Wand cap, extended tip	\$	1.00
300-119	Compound, insulating electrical, Dow Corning, 5.3 oz	\$	36.91