



# Baldwin County Commission

## Legislation Details (With Text)

---

**File #:** 22-0017      **Version:** 1

**Type:** Consent      **Status:** Passed

**File created:** 9/9/2021      **In control:** Baldwin County Commission Regular

**On agenda:** 10/5/2021      **Final action:** 10/5/2021

**Title:** Purchase of Credit Card Processing Equipment and Merchant Services Agreement for the Laundry Machines located at Live Oak Landing RV Park

**Indexes:**

**Attachments:** 1. Merchant Services Agreement (e-Port Connect Services Agreement), 2. Quote Summary

Date	Ver.	Action By	Action	Result
10/5/2021	1	Baldwin County Commission Regular	Approved	

**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 10/5/2021

**Item Status:** New

**From:** Wanda Gautney, Purchasing Director/Cian Harrison, Clerk/Treasurer

**Submitted by:** Loren Lucas, Assistant Purchasing Director

---

### ITEM TITLE

Purchase of Credit Card Processing Equipment and Merchant Services Agreement for the Laundry Machines located at Live Oak Landing RV Park

### STAFF RECOMMENDATION

Authorize the purchase of conversion equipment for the two (2) washing machines and two (2) dryers located at Live Oak Landing RV Park from Setomatic Systems, Inc. d/b/a SpyderWash for a total amount not to exceed \$4,200.00 and authorize the Chairman to execute the related Merchant Services Agreement (e-Port Connect Services Agreement) for credit card processing with Cantaloupe, Inc. (USA Technologies, Inc.)

### BACKGROUND INFORMATION

**Previous Commission action/date:** N/A

**Background:** There are currently two (2) washing machines and two (2) dryers located at Live Oak Landing for the convenience of RV park guests. The machines currently accept quarters only and have no tracking or reporting features. The Clerk/Treasurer requested that the Purchasing Department obtain quotes for the equipment that would be necessary for the machines to begin accepting credit/debit cards. Setomatic Systems, Inc. d/b/a/ SpyderWash confirmed that they sell conversion kits that are compatible with the existing machines and, once installed, will provide the ability for the machines to accept payment via credit card and will also begin provided automated reporting for both credit card and cash transactions. Staff recommends the Commission approve the

purchase of equipment from Setomatic Systems, Inc. d/b/a SpyderWash for a total amount not to exceed \$4,200.00 (attached quote reflects a total of \$3,993.00 but shipping costs are estimated) and authorize the Chairman to execute the related Merchant Services Agreement e-Port Connect Services Agreement) for credit card processing with Cantaloupe, Inc. (USA Technologies, Inc.)

### **FINANCIAL IMPACT**

**Total cost of recommendation:** Not to exceed \$4,200.00 payable to Setomatic Systems, Inc. d/b/a SpyderWash; \$19.95 monthly payable to Setomatic Systems, Inc. d/b/a SpyderWash; \$75.00 annually payable to Cantaloupe, Inc. (USA Technologies, Inc.) for license and service fees

**Budget line item(s) to be used:** 14457238.51500

**If this is not a budgeted expenditure, does the recommendation create a need for funding?**  
N/A

### **LEGAL IMPACT**

**Is legal review necessary for this staff recommendation and related documents?**  
Yes

**Reviewed/approved by:** Brad Hicks, County Attorney

**Additional comments:** N/A

### **ADVERTISING REQUIREMENTS**

**Is advertising required for this recommendation?** N/A

**If the proof of publication affidavit is not attached, list the reason:** N/A

### **FOLLOW UP IMPLEMENTATION**

**For time-sensitive follow up, select deadline date for follow up:** 10/05/2021

**Individual(s) responsible for follow up:** Wanda Gautney, Purchasing Director

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**  
Letter and purchase order to vendor

**Additional instructions/notes:** N/A