



CITY COUNCIL STAFF REPORT

ITEM NO. 6.7

DATE: February 23, 2026

TO: Honorable Mayor and City Council

FROM: Marianna A. Burch, City Manager

SUBJECT: Resolution adding the Outdoor Electronic Kiosk Systems Project BL202630 to the 2025-2030 Capital Improvement Plan, authorizing an allocation of \$460,000 of PEG Capital Fees (Fund 287) in Fiscal Year 2025-26, and authorizing execution of an agreement with Eflyn Electronics, in an amount not-to-exceed \$358,246, to provide three outdoor kiosks for Outdoor Electronic Kiosk Systems Project BL202630.

RECOMMENDED ACTION

Staff recommends the City Council adopt a resolution:

1. Adding the Outdoor Electronic Kiosk Systems Project BL202630 to the 2025-30 Capital Improvement Plan;
2. Allocating \$460,000 of PEG Capital Fees (Fund 287) in the Fiscal Year 2025-26 budget for the project; and
3. Authorizing the City Manager to execute an agreement with Eflyn Electronics, in an amount not to exceed \$358,246 to provide three outdoor kiosks for Outdoor Electronic Kiosk Systems Project BL202630.

DECISION TYPE

Administrative

SUMMARY

Staff recommends establishing and allocating funding for the Outdoor Electronic Kiosk Systems Project BL202630, which will include purchasing and installing electronic kiosks at the Civic Center Meeting Hall (Council Chamber), Civic Center Library, and the downtown L Street Garage. Attachment 1 shows the proposed locations of the kiosks. Staff further recommends awarding an agreement in the amount of \$358,246 for the purchase of the three outdoor kiosks to Eflyn Electronics. Eflyn Electronics submitted the top ranked proposal for these services.

DISCUSSION

In January 2025, the City issued a Request for Proposals (RFP) to solicit qualified solution providers

capable of delivering Outdoor Electronic Kiosk Systems to meet citywide communication and public information needs. Following a competitive RFP process, Eflyn Electronics was selected as the top ranked vendor.

The proposed kiosks are intended to enhance public access to City information by providing the ability to remotely display legislative agendas and supporting documents, livestream public meetings, and publish event information. Three kiosks are proposed for installation at high-visibility locations, including the Civic Center Meeting Hall (Council Chamber), the Civic Center Library, and the downtown L Street Garage.

The electronic kiosk improvements were not originally programmed for the 2025-30 Capital Improvement Plan; therefore, staff recommends establishing and funding a new capital project to complete the necessary purchase and foundation improvements. The project will be funded by Public, Educational, and Governmental Channels (PEG) Capital Fees (Fund 287).

The project will include the purchase of kiosks and associated site improvements, which may consist of demolition, excavation, installation of concrete foundations, conduit installation, and landscape restoration, as necessary to support three new electronic kiosks located at the Civic Center Meeting Hall, Civic Center Library and the downtown L Street Garage.

FISCAL AND ADMINISTRATIVE IMPACTS

Funding for the Outdoor Electronic Kiosk Systems Project BL202630 will be allocated from PEG Capital Fees (Fund 287) in FY 2025-26, allowing construction to commence within the fiscal year. As shown in the table below and the proposed CIP worksheet provided as Attachment 2, total project costs are estimated to be approximately \$460,000.

Contract Services	Eflyn Electronics	\$358,246
Construction Services	DC Electronics	100,000
Estimated Total Project Cost		\$460,000

Operation and maintenance costs are estimated at \$4,800 per year and will be paid from the Information and Technology Fund (Fund 720).

COMMUNITY PILLAR

5: A City That Works

GOAL

6: Provide effective communication to and coordinate engagement with the community

ATTACHMENTS

1. Vicinity Map
2. Outdoor Electronic Kiosk Systems - BL202630
3. Resolution
4. Exhibit A - Eflyn Electronics Agreement

Prepared by: Deborah Davis
Executive Assistant

Approved by:



Marianna A. Burch
City Manager

Fiscal Review by:



Tina Olson
Administrative Services Director