



TO: Crystal Feast, Interim Finance Director  
Wanda Roop, Procurement Manager

FROM: Michelle Hoffmann, IT Director *mjh*

DATE: October 15, 2024

SUBJECT: Request to purchase short-term rental address identification services from PropertyGuard for \$35,000

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Information Technology (IT) requests approval to purchase short-term rental address identification services from PropertyGuard. PropertyGuard has proprietary tools and processes to identify short-term rental property addresses and do not require the purchase of rental property management software. We were not able to identify any other vendors with that would provide the addresses without the purchase of a software management system.

This is a sole source vendor, in accordance with City of Cape Coral Code of Ordinances Chapter 2, Article VII, Division 1, Section 2-144(c) Investigation has shown that there is no other like item available that performs the same function.

This purchase is budgeted for in FY25 in 001-17002-534120.

Attachments: