



## CITY COMMISSION STAFF REPORT

**DEPARTMENT:** Utilities Department

**DATE:** April 30, 2024

**SUBJECT:** Motion to approve and authorize a piggyback agreement from the Pasco County agreement for IFB-SN-23-007, As Needed Dual Check Valve Change Out Program Services, with National Metering Services, Inc., in the amount of \$577,500.00 for the replacement of the water meters and installation of new dual check valves. - **Utilities**

### **CITY MANAGER RECOMMENDATION:**

The City Manager recommends Commission approval and authorization of a piggyback agreement from the Pasco County agreement for IFB-SN-23-007, As Needed Dual Check Valve Change Out Program Services, with National Metering Services, Inc., in the amount of \$577,500.00 for the replacement of the water meters and installation of new dual check valves.

### **BACKGROUND OF ITEM:**

On April 9, 2023, the City Commission approved the acquisition of 5,500 Zenner manual water meters and 5,500 Watts dual check valves in response to ongoing challenges with the city's advanced water meter infrastructure. Given the scale of replacements required and the constraints on our city workforce, it has been deemed essential to engage a contractor for the installation of these meters.

Any unexpected installation requirements, such as the need for meter box replacements, will be submitted to the City for approval, with reference to the corresponding line item outlined in the Pasco County agreement.

Throughout the 6 to 8 month project duration, the focus will shift from installing Advanced Metering Infrastructure (AMI) to the removal of AMI and the installation of analogue or direct read meters. The contractor will undertake the responsibility of reading all removed meters and meticulously logging the readings on the work order. This record keeping provides comprehensive data for the meter replacement program. Subsequently, this data will be shared with the billing department to precisely calculate the consumption of each account, thereby aiding in the recovery of revenue losses.

Moreover, the project will entail actively installing check valves in locations where none currently exist, with a prescribed unit cost of \$105.00. In instances where a check valve is already present, the lower replacement cost of \$78.00 per the contract-pricing page will be applied.

**ANALYSIS:**

The scope and scale of this project require specialized skills and resources that may not be readily available within our existing staff. This approach ensures that the installation process is completed efficiently and within the stipulated timeline, without overburdening our internal workforce.

City staff obtained another proposal from Bermex Inc., but the price was significantly higher than the recommended piggyback contract.

The Pasco contract, awarded for 30,000 meters, leveraged quantity to significantly reduce costs, providing substantial benefits to the City. Hence, opting to bid this project independently, rather than piggybacking on the current Pasco contract, may lead to encountering higher prices from vendors than those offered in the existing Pasco Proposal.

**STRATEGIC PLAN:**

This project supports the City’s Strategic Goal of maintaining and improving the City’s infrastructure and appearance to support and ensure a sustainable and beautiful environment.

**PROCUREMENT:**

Sec. 2-258. – Exclusions and exceptions to bid and proposal requirements.

*(f) Purchases of goods or services from contracts awarded by other governmental or not-for-profit entities by a formal competitive selection process.* The purchase of goods or services under a contract awarded by the United States Government or another governmental, public or not-for-profit entity by a formal competitive process is authorized provided the purchasing agent makes a determination that time, expense and marketplace factors make it financially advantageous for the City to do so.

**FISCAL IMPACT:**

Sufficient funds are available in the Water & Sewer Fund.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
453-911-563422-533-24018	\$1,100,000.00	\$577,500.00	\$522,500.00

**ATTACHMENTS:**

1. City of Cooper City Agreement with National Metering Services, Inc.
2. Exhibit A – Pasco County Agreement & Solicitation IFB-SN-23-007
3. Exhibit B – National Metering Services, Inc. Proposal
4. Comparable quote from Bermex, Inc.
5. Vendor Compliance National Metering Services, Inc.

## Workflow History



User	Task	Action	Date/Time
Allen, Tedra	NEW ITEM: Not Yet Routed	Route to Purchasing	04/16/24 04:48 PM
Dodgen, Brandon	Assigned to Purchasing	COMPLETE: Forward to City Clerk	04/16/24 04:49 PM
Allen, Tedra	Assigned to City Clerk	Route to Budget	04/19/24 08:36 AM
Nadeau, Mike	Assigned to Budget	COMPLETE: Forward to City Clerk	04/19/24 09:08 AM
	<i>The fiscal impact section of this staff report is correct.</i>		
Allen, Tedra	Assigned to City Clerk	Route to Attorney	04/19/24 09:20 AM
Horowitz, Jacob	Assigned to Attorney	COMPLETE: Forward to City Manager	04/19/24 10:49 AM
Eggleston, Ryan	Assigned to City Manager	COMPLETE: Forward to City Clerk	04/19/24 02:33 PM
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: End Workflow	04/19/24 03:52 PM
Allen, Tedra	END WORKFLOW - APPROVED		04/22/24 09:29 AM