

STAFF REPORT UTILITY MEETING

AGENDA DATE: September 30, 2025

DEPARTMENT: Water Utilities

TITLE:

Authorize water meter purchase with Utility Solutions & Automations LLC for Badger Meters for the City's Water Utility Department

SUMMARY:

Authorization to purchase City's water meters on a as needed basis from Badger Meter for inventory for Fiscal Year 2026 in the amount not to exceed \$170,000.00.

BACKGROUND AND JUSTIFICATION:

The Water Utilities Department provides and installs all water meters up to 2-inch water services within the water utility service area. The city purchases water meters from Badger Meters for consistency in the system and for efficiency of operations and maintenance. Badger Meters is the sole source vendor in Florida for these meters. These new meters will enable Water Distribution staff to continue installing water meters for new construction, as well as upgrading and replacing the meters in Water Utility service area. Meters will be purchased as needed for inventory demand. The City's procurement code, section 2-112 (e) (1) , authorizes single source procurement without competition if the single source is the only practical source or in the best interest of the City.

MOTION:

Move to approve/disapprove purchase of water meters from Utility Solutions & Automations LLC in an amount not to exceed \$170,000.00 for Fiscal Year 2026.

ATTACHMENT(S):

Fiscal Impact Analysis
Quote
Sole Source Letter

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2025	2026	2027	2028	2029
Inflows/Revenues					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows/Expenditures					
Appropriated (Budgeted)	0	\$170,000	0	0	0
Operating	0	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact (If not budgeted)	0	\$170,000	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

Contract Award - Future Appropriation (FY 2026 Budgeted)	
	Expenditure
Department	Water
Division	Distribution
GL Description	Water Utilities Meters/Lines
GL Account Number	402-7034-533.46-60
Project Number	N/A
Requested Funds	\$170,000.00
Remaining Balance	N/A
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	Current Revenue