



AGENDA REPORT

City Council Meeting

TODAY'S DATE: March 25, 2026

MEETING DATE: April 1, 2026

TO: MAYOR AND CITY COUNCIL

FROM: Holly Ellis, Public Works Director

SUBJECT: Purchase Order #26-1771 to General Pacific, Inc. for Badger Water Meters, Registers, and Orion Cellular Endpoints

DESCRIPTION/BACKGROUND:

The City of Sandpoint water utility currently serves approximately 4,800 metered accounts. Each year, the City budgets for meter replacements and new meter installations to support system maintenance, reliability, and growth.

In the past month alone, the City experienced over 300 meter re-reads, largely due to aging meters that have far exceeded their useful life. Industry standard practice is to replace water meters on approximately a 10-year cycle; however, the City is accelerating this effort to a 3-year replacement program to address declining meter performance, reduce staff time spent on re-reads, and improve overall operational efficiency. This accelerated program will systematically replace aging infrastructure and improve the reliability of meter data used for billing and system management.

The City issued RFP No. 26-3452-1 for Badger Meters, Registers, and Endpoints to procure water meter equipment for both replacement and new service installations on 02/26/26 and closed on 03/13/26 following Idaho Procurement Statute 67-2806(2) requiring full competitive solicitation. The solicitation included a range of meter sizes and configurations to meet system needs. The meter assemblies include the meter body, which measures water flow, the register, which records cumulative usage, and the endpoint, which transmits meter data to the City. The City received a total of three proposals and General Pacific has the highest scoring proposal, receiving the maximum number of points allowed for pricing, being the lowest price, with a Proposal price of \$614,870.00. All Proposals were evaluated based on responsiveness, delivery schedule, and price, with award based on best value to the City and receiving the highest points.

As part of this procurement, the City is transitioning to Orion cellular endpoints. Unlike traditional systems that require fixed-base infrastructure, cellular endpoints transmit meter data directly over a secure cellular network. This allows for automated, frequent meter reads without manual intervention. The improved data allows staff to identify leaks or abnormal usage quicker and improves responsiveness to customer inquiries.

Meters and components procured through this RFP will be used for both replacement of aging or failing meters and installation of new services. Costs associated with new meter installations are recovered through connection and building permit fees, while replacement meters are funded through the water utility budget as part of ongoing asset management.

STAFF RECOMMENDATION:

Staff recommends City Council consider approval of Purchase Order No. 26-1771 to General Pacific, Inc. For purchase of Badger Meters, Registers, and End Points in the amount of \$614,870.00.

ACTION:

City Council approval of Purchase Order No. 26-1771 to to General Pacific, Inc. For purchase of Badger Meters, Registers, and End Points in the amount of \$614,870.00.

WILL THERE BE ANY FINANCIAL IMPACT? Yes **HAS THIS ITEM BEEN BUDGETED?** Yes, within FY 26 budget.

ATTACHMENTS:

1. Proposed Resolution
2. PO 26-1771 to General Pacific, Inc.for Badger Water Meters, Registers, and Orion Cellular Endpoints
3. General Pacific Proposal