

City Council Meeting Agenda Item Data Sheet

Meeting Date: September 6, 2022

Topic:

Consideration to reject all bids received for Request for Proposal (RFP) No. 2022-06 – Meter Reading Services and rebid the project.

Background:

In an effort to obtain the most favorable pricing, sealed bids were solicited for monthly meter reading services for water meters due the amount of meters requiring manual reads, and the large monthly failure rate we are experiencing.

Bid specifications and plans were available at the City Administration Building or could be electronically delivered by request. A total of five (5) vendors received information on the bid specifications, of which one (1) qualifying bids was received.

Upon review of the submitted bid, there is a significant increase in the per meter price that staff anticipated. Staff has reviewed the Request for Proposal packet and will be making minor adjustments to allow for additional companies to submit, including providing historical data of the number of meters requiring manual reads monthly for the last year.

Staff is requesting consideration to reject the submitted bid, and rebid the project.

Origination: Project Management

Recommendation:

Staff recommends rejecting submitted bid received for Request for Proposal No. 2022-06, Meter Reading Services, and rebid the project.

Party(ies) responsible for placing this item on agenda: Meagan Mageo, Project Manager

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: ☒ No: ☐ If yes, specify Account Number: #600-612-6304

If no, funds will be transferred from account #	To account #
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Signed	Meagan Mageo	8/31/2022	Approved by	
	Staff Member	Date		
			City Manager	Date