



# City Council Report

**Date:** February 10, 2020  
**To:** City Council  
**Through:** Michael Kennington, Deputy City Manager/Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** One-Year Renewal with a One-Year Renewal Option to the Term Contract for Class 800 Commercial Gas Meters for the Materials and Supply Warehouse (for the Energy Resources Department) **(Citywide)**

## Purpose and Recommendation

Council is requested to approve the contract renewal as recommended.

The Business Services and Energy Resources Departments, and Purchasing recommend authorizing the renewal with Western Gas Technologies at \$238,700 annually, with an annual increase allowance of up to 5% or the adjusted Producer Price Index.

## Background / Discussion

This contract provides large capacity rotary gas meters used to monitor volume of customer gas usage for the purpose of billing on high demand (commercial) services. Materials and Supply places orders and maintains stock inventory as needed.

Western Gas Technologies agreed to renew the contract without a pricing increase. The City has been satisfied with the vendor's performance. The vendor delivers the correct items in a timely manner and their invoicing is accurate and timely. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

## Purchase Information

Action: Renewal (1<sup>st</sup> of 2 possible)

Procurement Type: Request for Bids

Contract Number: 2016292

Original Council Award Date: 2/27/2017

Initial Contract Term: Three years

Possible Renewals: One-year renewal option subject to Administrative review and approval

Funding Source: Business Services Department - Materials and Supply operating budget through the Warehouse Internal Services Fund