



City Council Report

Date: August 21, 2023
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Kristy Garcia, Procurement Administrator
Subject: Five-Year Term Contract with Up to Fifteen Years of Renewal Options for Water Meter Test Bench (Replacement) for the Water Resources Department
(Single Proposal Response) (Citywide)

Recommendation

Council is requested to approve the award as recommended.

A committee representing the Water Resources Department and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the single, qualified proposal from OW Investors, LLC dba MARS Company, Year 1 at \$427,000 and Years 2 through 15 at \$75,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract will provide for the initial purchase of a water meter test bench, training, and certifications for Water Resources employees in Year 1. Annual test bench certification services and annual test bench maintenance will be provided by the vendor in Years 2 through 15. The current test bench has been in service since the early 1980s and has reached the end of its useful life.

The Water Resources Department (WRD) treats and distributes water to approximately 500,000 customers daily on over 157,000 metered accounts. Most of these customers are served with water meters in sizes 5/8" to 3". An over registering meter will charge for water never received, and under registration will cause revenue loss and unaccounted for water.

WRD requires the most current certified testing equipment utilizing industry standards that is equipped with the latest technological advances to ensure the accuracy of all mechanical and non-mechanical water meters in accordance with the American Water Works Association (AWWA) M6 standards, as well as manufacturer's specifications for non-mechanical meters.

The City solicited Request for Proposals for one month to all known bidders and received one response that met the minimum qualifications. The evaluation committee determined the proposal met all of the contract specifications and requirements. Based on the evaluation, award is recommended to the single, qualified respondent.

Two vendors attended the pre-proposal conference. Only one of these vendors offers a test bench that meets the City's capacity requirement. MARS Company was the only proposer to submit a response. The proposed cost is fair and reasonable.

Purchase Information

Action: Award

Procurement Type: Request for Proposals

Contract Number: 2023192

Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Initial Contract Term: Five Years

Possible Renewals: Up to a maximum of fifteen years subject to Administrative review and approval

Funding Source: Water Resources Department budget through Water Utility Revenue Obligation Bonds

Single Proposal Response – May 8, 2023

OW Investors, LLC dba MARS Company - Ocala, FL (Recommended)