



AGENDA MEMORANDUM

Future Item for the City Council Meeting of October 29, 2013

Action Item for the City Council Meeting November 12, 2013

DATE: October 29, 2013

TO: Ronald L. Olson, City Manager

FROM: Michael Barrera, Assistant Director of Financial Services
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Water Meters and Registers

CAPTION:

Motion approving a supply agreement with Neptune Technology Group, Inc., Tallassee, Alabama for water meters and registers for a total estimated expenditure of \$635,968.48. The award is based on the cooperative purchasing agreement with the Houston-Galveston Area Council of Governments (HGAC). The term of the agreement shall be for nine (9) months. Funds have been budgeted by the Water Department in FY 2013 - 2014.

PURPOSE:

The meters and registers are used by the Water Department in new service connections and in making repairs to existing connections.

BACKGROUND AND FINDINGS:

Due to long lead times and increasing volumes, a supply agreement must be established in order to satisfy current and future demand for water meters and registers. The supply agreement will ensure that needed water meters and registers are available as required so as not to impede new taps or repairs performed in daily operations. The supply agreement will end on 7/31/14 as the HGAC contract also expires on 7/31/14.

ALTERNATIVES:

None.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Water Department.

FINANCIAL IMPACT:

Operating

Revenue

Capital

Not applicable

Fiscal Year: 2013-2014	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$774,170.87	\$0	\$774,170.87
Encumbered / Expended Amount		\$138,202.39	\$0	\$138,202.39
This item		\$635,968.48	\$0	\$635,968.48
BALANCE		\$0		\$0

Fund(s): Water Fund

Comments: The \$635,968.48 financial impact shown above represents nine (9) months of expenditures that will be encumbered through the end of this fiscal year.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet