



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting of April 29, 2025

**DATE:** March 25, 2025

**TO:** Peter Zaroni, City Manager

**FROM:** Bill Mahaffey, Director of Gas Operations  
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### **Purchase of Gas Meters for Gas Operations**

#### **CAPTION:**

Motion authorizing a one-time purchase of gas meters from Wilnat, Inc., dba Koons Gas Measurement, of Tulsa, Oklahoma, in an amount not to exceed \$408,750.00 for Gas Operations, with FY 2025 funding from Gas CIP Funds.

#### **SUMMARY:**

This motion authorizes a one-time purchase of gas meters from Wilnat, Inc., which operates as Koons Gas Meters, located in Tulsa, Oklahoma. The specific models being purchased are the AC-250 and AL-800 gas meters, which are essential for supporting existing connections in the City's gas distribution network and addressing the growing demand from new service connections.

The American AC-250 and AL-800 Diaphragm Meters from Koons Gas Measurements are critical components of the CC Gas distribution network. The AC-250 is intended for residential and small commercial applications, ensuring accurate flow, safety, and compliance with regulatory standards. In contrast, the AL-800 is designed for larger commercial and industrial uses, providing precise measurements, enhanced safety, and adherence to stringent regulatory requirements.

Gas meters are vital for accurate billing and efficient monitoring of gas consumption throughout the City's service area. By ensuring precise measurement of gas usage, these meters help maintain transparency with consumers and support effective management of the gas distribution network.

## **BACKGROUND AND FINDINGS:**

The City currently manages approximately 61,000 gas meters and is continuously expanding its gas service infrastructure by adding new connections throughout the year. These new connections require the installation of gas meters to accurately measure gas usage, supporting both service expansion and the replacement of existing meters.

The American AC-250 and AL-800 Diaphragm Meters from Koons Gas Measurements are essential for CC Gas's distribution network. The AC-250 is designed for residential and small commercial applications, measuring up to 250 standard cubic feet per hour (SCFH) at a pressure of 10 pounds per square inch gauge (PSIG). It ensures accurate flow, safety, and regulatory compliance. In contrast, the AL-800 is suitable for larger commercial and industrial applications, measuring up to 800 SCFH at 100 PSIG. Both meters support remote reading through advanced metering infrastructure and are compatible with automated meter reading systems. This functionality enhances public safety, maintains the integrity of our gas distribution network, and ensures compliance with regulatory standards.

## **PROCUREMENT DETAIL:**

Finance and Procurement conducted a competitive Request for Bid process for the purchase of gas meters. The City received two responses, but one was deemed non-responsive because the vendor submitted an incomplete bid form. Staff recommends awarding the contract to the responsive, responsible bidder and incumbent, Wilnat Inc., doing business as Koons Gas Measurement, located in Tulsa, Oklahoma. Similarly, in 2023, the City received three bids, but two were deemed non-responsive. There has been an increase in unit prices of 8.3% and 15.3%, respectively, since the previous purchase made in 2023.

Item	2023 Unit Price	2025 Unit Price	% Increase
American AC-250 Meter	\$60.00	\$65.00	8.30%
American AL-800 Meter	\$650.00	\$750.00	15.30%

## **ALTERNATIVES:**

Choosing not to buy gas meters in bulk would mean making separate purchases as needed, which would eliminate the benefits of economies of scale and lead to longer procurement delays. This would ultimately result in extended lead times for essential services. With the ongoing increase in service connections, it is crucial to procure additional gas meters promptly to meet growing demand and ensure reliable gas services for residents.

## **FISCAL IMPACT:**

The fiscal impact for Gas CIP Funds in FY 2025 is not to exceed \$408,750.00 with Wilnat, Inc. dba Koons Gas Measurement of Tulsa, Oklahoma for the one-time purchase of gas meters.

## **FUNDING DETAIL:**

Fund: 4563 Gas 2025 CIP  
Organization/Activity: E12132014563EXP  
Department: 11  
Project # (CIP Only): E12132 Gas Life Cycle Replacement Program

Account: 520150 Meter & svc connection material

**RECOMMENDATION:**

Staff recommends approval of this motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation  
Presentation