



AGENDA MEMORANDUM

Action Item for the City Council Meeting June 29, 2021

DATE: June 29, 2021

TO: Peter Zanoni, City Manager

FROM: Bill Mahaffey, Director of Gas Operations
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Supply Agreement for Gas Meters

CAPTION:

Motion authorizing a two-year supply agreement, with Wilnat Inc., dba Koons Gas Measurement of Tulsa, Oklahoma, in an estimated amount of \$1,357,752.00, for 11,650 gas meters that will be used for new services and replacement of models no longer supported for Gas Operations, effective upon issuance of notice to proceed, with FY2021 funding in an amount not to exceed \$169,719.00 available through the Gas Fund.

SUMMARY:

This service agreement is to supply gas meters for Gas Operations. The Information Technology Department has reviewed this item and supports this agreement.

BACKGROUND AND FINDINGS:

The City has approximately 61,000 metered gas connections with additional new service connections being added throughout the year. Each connection requires the installation of a meter to allow for the accurate measurement of gas usage.

PROCUREMENT DETAIL:

Contracts and Procurement conducted a competitive Request for Bid process to obtain bids for new long-term contracts. The City received one responsive, responsible bid and is recommending the award to Wilnat Inc., dba Koons Gas Measurement.

ALTERNATIVES:

There are no viable alternatives. The bid from Wilnat Inc. is responsive and within budget.

FISCAL IMPACT:

The fiscal impact for Gas Operations in FY 2021 is not to exceed \$169,719.00 for this two-year supply agreement with Wilnat Inc. dba Koons Gas Measurement for the purchase of gas meters, with the remaining cost funded in future years through the annual budget process.

FUNDING DETAIL:

Fund:	4130 Gas
Organization/Activity:	34130 Gas Construction
Mission Element:	022 Gas Distribution System
Project # (CIP Only):	N/A
Account:	520150 Meter/serv cnnct mat

RECOMMENDATION:

Staff recommends approval of this motion authorizing a two-year supply agreement with Wilnat Inc., dba Koons Gas Measurement for gas meters as presented.

LIST OF SUPPORTING DOCUMENTS:

Supply Agreement
Bid Tabulation