



AGENDA MEMORANDUM

Future Item for the City Council Meeting of April 23, 2019
Action Item for the City Council Meeting of April 30, 2019

DATE: April 23, 2019

TO: Keith Selman, Interim City Manager

FROM: Lawrence Mikolajczyk., Director of Solid Waste Operations
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Service Agreement for Autoscale System Support

CAPTION:

Resolution authorizing a five-year service agreement for autoscale hardware and software maintenance support with Mettler Toledo, Inc., of Columbus, Ohio for a total amount not to exceed \$84,647.

PURPOSE:

This service agreement is for the weighing and information scale hardware and software maintenance systems utilized by Solid Waste Department.

BACKGROUND AND FINDINGS:

This agreement consists of weighing scales and the Central Management Reporting System at Cefe Valenzuela Landfill and J.C. Elliott Landfill Transfer Station.

The City's refuse disposal operations generate significant revenue and requires assurance that weights for solid waste received and corresponding landfill fees are accurately assessed and recorded. The Cefe Valenzuela Landfill scale computer hardware and software systems are designed, installed, and maintained by Mettler Toledo, Inc. Mettler Toledo software is also used to operate the J.C. Elliott Transfer Station scale computer system.

This is a sole source purchase. Mettler Toledo is the sole source distributor of the Autoscale Weighing and Information System.

ALTERNATIVES:

Not applicable

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:

Solid Waste Operations

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2018-2019	Current Year	Future Years	TOTALS
Line Item Budget	\$434,043.75	\$74,771.52	\$508,815.27
Encumbered / Expended Amount	\$111,669.49	\$0.00	\$111,669.49
This item	\$9,875.48	\$74,771.52	\$84,647.00
BALANCE	\$312,498.78	\$0.00	\$312,498.78

Fund(s): General Fund 1020, Org 12500, Acct# 530000

Comments:

The contract total is \$84,647.00 of which \$9,875.48 is funded in FY2018-2019. The remaining cost will be budgeted in future years.

RECOMMENDATION:

Staff recommends approval of this action item.

LIST OF SUPPORTING DOCUMENTS:

Resolution
Price Sheet
Service Agreement