

Mayor and Council Communication

DATE: 11/17/20

M&C FILE NUMBER: M&C 20-0845

LOG NAME: 13P20-0235 WATER SERVICE METERS & APPURTENANCES WATER MGF

SUBJECT

(ALL) Authorize Execution of a Purchase Agreement with Thirkettle Corporation dba Aqua Metric Sales Company for Water Service Meters and Appurtenances and Authorize Four Annual Renewals in an Annual Amount Up to \$2,777,640.00 for the Water Department

RECOMMENDATION:

It is recommended that the City Council authorize execution of a purchase agreement with Thirkettle Corporation dba Aqua Metric Sales Company for Water Service Meters and Appurtenances and authorize four annual renewals in an annual amount up to \$2,777,640.00 for the Water Department.

DISCUSSION:

The Water Department approached the Purchasing Division to purchase water service meters and appurtenances. To procure these services, staff issued an Invitation to Bid (ITB) for the purpose of replacing aging water service meters, installing new water services and evaluating new electronic metering technologies to be used in the water distribution system.

The ITB was advertised in the *Fort Worth Star-Telegram* on September 3, 2020, September 4, 2020, September 7, 2020, September 9, 2020, September 16, 2020, and September 23, 2020. Twenty-four vendors were solicited from the purchasing database system; one response was received. Proposals were scored based on conformance to specifications and responsiveness, product warranties, qualifications, and total cost. The proposals were reviewed by an evaluation committee consisting of staff from both the Water and TPW Departments. No guarantee was made that a specific amount of products would be purchased. Both the Water and TPW Departments certify that Thirkettle Corporation dba Aqua Metric Sales Company meets the requirements stated in the specifications. Products will be ordered based on price and availability.

An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

The contract may be renewed for up to four one-year terms at the City's sole discretion. This action does not require specific City Council approval provided that City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

A waiver of the goal for M/WBE subcontracting requirements was approved by the Office of Business Diversity, in accordance with the M/WBE or BDE ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the Water & Sewer Fund to support the approval of the above recommendation and authorize execution of the purchase agreement. Prior to any expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

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