

# Mayor and Council Communication

**DATE:** 06/28/22

**M&C FILE NUMBER:** M&C 22-0466

**LOG NAME:** 13P22-0101 WATER METERS AND PARTS LSJ WATER

**SUBJECT**

(ALL) Authorize Purchase Agreement with Thirkettle Corporation, dba Aqua Metric Sales Company for Water Meters and Related Parts for an Annual Amount Up to \$3,800,987.00, during the Initial Term and Authorize Four, One-Year Renewal Options for the Same Annual Amount for the Water Department

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**RECOMMENDATION:**

It is recommended that the City Council authorize a purchase agreement with Thirkettle Corporation, dba Aqua Metric Sales Company for water meters and related parts for an annual amount up to \$3,800,987.00, during the initial term and authorize four, one-year renewal options for the same annual amount for the Water Department.

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**DISCUSSION:**

The Water Department approached the Purchasing Division for assistance with securing an agreement for water meters and related parts. The meters purchased under this agreement shall be used for the measurement of potable cold water in residential, commercial and industrial service. Purchasing issued an Invitation to Bid (ITB) that consisted of detailed specifications describing sizes, physical, functional and performance characteristics of the water meters and related parts that will be purchased on an "as-needed" basis.

The bid was advertised in the *Fort Worth Star-Telegram* on April 13, 2022, April 20, 2022 and April 27, 2022. A sole response was received.

Staff evaluated the bid response based on lowest responsible bidder and recommends awarding a one-year agreement to Thirkettle Corporation, dba Aqua Metric Sales Company, with four additional one-year renewals. Staff certifies that Thirkettle Corporation, dba Aqua Metric Sales Company meets the bid requirements. No guarantee was made that a specific amount of goods would be purchased.

Funding is budgeted in the Water Department's rollup within the Water & Sewer Fund.

DIVERSITY AND INCLUSION (DVIN) - A waiver of the goal for Business Equity subcontracting requirement is approved by the DVIN-BE, in accordance with the Business Equity Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

AGREEMENT TERMS: Upon City Council approval, this agreement shall begin upon execution and expire on September 30, 2022.

RENEWAL TERMS -This agreement may be renewed for four additional one-year renewal periods. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

ADMINISTRATIVE CHANGE ORDERS - In addition, 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.

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**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 award of the contract. Prior to any expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

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