



# CITY OF PLANO COUNCIL AGENDA ITEM

|  |   |                                  |                         |                         |                  |
|--|---|----------------------------------|-------------------------|-------------------------|------------------|
| <b>CITY SECRETARY'S USE ONLY</b>   |   |                                  |                         |                         |                  |
| <input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory   |   |                                  |                         |                         |                  |
| Council Meeting Date:  |   | 10-14-2013                       |                         |                         |                  |
| Department:  |   | Public Works                     |                         |                         |                  |
| Department Head  |   | Gerald Cosgrove                  |                         |                         |                  |
| Agenda Coordinator (include phone #): <b>Nancy Corwin X7137</b>  |   |                                  |                         |                         |                  |
| <b>CAPTION</b>   |   |                                  |                         |                         |                  |
| To approve the purchase of replacement parts for Neptune Technology Group, Inc. brand water meters in the estimated annual amount of \$177,846 from HD Supply Waterworks, Ltd., a sole source provider; through the use of the general exemption as allowed by Local Government Code Chapter 252 Subchapter B Section 252.022(a)(7)(A) and authorizing the City Manager to execute all necessary documents.  |   |                                  |                         |                         |                  |
| <b>FINANCIAL SUMMARY</b>   |   |                                  |                         |                         |                  |
| <input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP  |   |                                  |                         |                         |                  |
| FISCAL YEAR:   | <b>2013-14, 2014-15, 2015-16, 2016-17</b> | <b>Prior Year<br/>(CIP Only)</b> | <b>Current<br/>Year</b> | <b>Future<br/>Years</b> | <b>TOTALS</b>    |
| Budget   |   | 0                                | 530,135                 | 533,538                 | <b>1,063,673</b> |
| Encumbered/Expended Amount   |   | 0                                | 0                       | 0                       | <b>0</b>         |
| This Item  |   | 0                                | -177,846                | -533,538                | <b>-711,384</b>  |
| BALANCE  |   | 0                                | 352,289                 | 0                       | <b>352,289</b>   |
| <b>FUND(S):    WATER &amp; SEWER FUND</b>  |   |                                  |                         |                         |                  |
| <p><b>COMMENTS:</b> This item establishes an annual contract with three optional renewals for water meter replacement parts purchases and approves price quotes. Expenditures will be made in the Meter Services cost center based on need within the approved budget appropriations for each year of the contract. The estimated expenditure for water meter replacement parts to be purchased from this contract in FY 2013-14 is \$177,846. Future purchases will be made within annually approved budget appropriations at an estimated annual expenditure of \$177,846 per year for fiscal years 2014-15, 2015-16, and 2016-17. The remaining budget funds for FY 13-14 will be used for other meter maintenance parts and supplies.</p> <p><b>STRATEGIC PLAN GOAL:</b> Contracting for water meter replacement parts relates to the City's Goals of Financially Strong City with Service Excellence.</p> |   |                                  |                         |                         |                  |
| <b>SUMMARY OF ITEM</b>   |   |                                  |                         |                         |                  |
| Staff recommends establishing an annual contract with three (3) City optional one (1) year renewals for water meter parts with HD Supply Waterworks, Ltd., the sole-provider of Neptune Technology Group Inc. brand water meters and parts, in the estimated annual amount of \$177,846 to be utilized by Public Works, Customer and Utility Services and Inventory Control and Asset Disposal (ICAD). (Internal contract 2012-275-C)  |   |                                  |                         |                         |                  |



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| List of Supporting Documents:<br>Recommendation Memo | Other Departments, Boards, Commissions or Agencies |
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**Date:** August 26, 2013  
**To:** Nancy Corwin, Buyer  
**From:** Gentry Strickland, Utility Operations Superintendent  
**Subject:** Bid 2012-275-C Water Meter Parts Contract

I have completed the review and evaluation of the proposal submitted in the above mentioned bid.

It is my recommendation to award the contract to HD Supply Waterworks, Ltd, a sole source provider of Neptune Technology Group, Inc. brand water meter parts, in the estimated annual amount of \$177,846.

Failure to award this contract will result in the inability to purchase parts as needed for the maintenance and recalibration of existing water meters. Lack of performing maintenance through the replacement of worn or damaged parts will require complete replacement with new meters as existing ones begin to fail. This might also be more costly.