

City Council Agenda Summary Sheet (Purchases)

Agenda No: 2004-0706
Date: 08/18/2004
Prepared By: Julie Hamilton, Fiscal/Purchasing Division, 841-2537
City File No:

Meeting Date: 09/01/2004

PURPOSE:

City Council is requested to authorize a two (2) year Blanket Purchase Order for Water Meters and Equipment to Etna Supply Company of Grand Rapids, Michigan, in the total amount not-to-exceed \$320,000.00.

DISCUSSION:

Based on new residential/commercial construction, existing residential connections to municipal water and updating meters, the Department of Public Service has evaluated the 2005-2006 requirements for Water Meters and equipment. It has been determined that a two year blanket purchase order is needed in order to satisfy the department's requirements for both years.

Etna Supply Company is the sole distributor for the type of meter employed by the City. While other meters may be available, the electronics are not compatible with our systems.

Etna Supply Company has agreed to remain firm on their quoted meter and equipment prices through the year 2006.

FISCAL INFORMATION:

This is a multi-year blanket with \$300,000.00 budgeted in 2004 with \$350,000.00 proposed in the 2005 budget. The City also receives revenue from some of the larger commercial meters, to help offset this expenditure.

2004 Budget Only

Fund Name	Fund Account #	Description	Budget Amount	Cost	Remaining Budget
Water	530.740005	Operating Supplies	\$300,000.00 – 2004 Budget	\$320,000.00	(\$20,000.00)

Vendor Name and Address:

Etna Supply Company
 529 32nd Street, S.E.
 Grand Rapids, MI 49548

Reason for Selection:

Sole Source Supplier

Method of Purchase:

Blanket Purchase Order through August 31, 2006

RECOMMENDATION:

It is recommended that City Council authorize a two (2) year Blanket Purchase Order for Water Meters and Equipment to Etna Supply Company of Grand Rapids, Michigan, in the total amount not-to-exceed \$320,000.00.

ATTACHMENTS:

Water Meter Pricing Letter

Department Authorization: Roger Rouse

Reviewed by:

Fiscal: *Julie Jenuwine*

Purchasing: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*

Approved by: *Pat Somerville*

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA