



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2023-0003 Version 2

TO: Mayor and City Council Members
FROM: Bill Fritz, P.E., Director, Department of Public Services
DATE: December 11, 2023
SUBJECT: Water Meters and Equipment

REQUEST:

City Council is requested to authorize an increase to the blanket purchase order for water meters and equipment to ETNA Supply Company of Grand Rapids, Michigan in the amount of \$75,000.00 for a new not-to-exceed amount of \$535,000.00 through December 31, 2023.

REASON FOR PURCHASE:

At their January 9, 2023 meeting, City Council authorized a blanket purchase order to ETNA Supply for the purchase of water meters and equipment. The City issued a Request for Proposals (RFP) for Water Meters in 2012 utilizing the MITN website. All proposed meters had to be NSF 61 Certified and be compatible with the City's current water meter reading software, hardware & technology including handheld and vehicle unit, integrates into existing property plumbing, sustains high accuracy across the meters operating range, and interfaces with both the City's current AutoRead Software as well as billing software.

In 2012, the only proposal response received was from ETNA Supply Company which met all the requirements of the proposal. The City's system is made up entirely of SENSUS water meters and there are not any companies at this time that can integrate into our system. This has made it a single source contract.

The requested increase is to allow additional funding to be available to process meters and equipment that have been on extended backorder due to supply chain issues. The increase in funds will provide the department the ability to ensure the needed supplies are in stock to be able to perform repairs when needed.

PROCESS:

Vendor Name and Address:

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

Reason for Selection:

Best Value/Single Source

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2023 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Sanitary Sewer Division	510.740005	Operating Supplies - Meters	\$455,750	\$267,500	\$188,250
Water Division	530.740005	Operating Supplies - Meters	\$455,750	\$267,500	\$188,250
		Total	\$911,500	\$535,000	\$376,500

RECOMMENDATION:

It is recommended that City Council authorize an increase to the blanket purchase order for water meters and equipment to ETNA Supply Company of Grand Rapids, Michigan in the amount of \$75,000.00 for a new not-to-exceed \$535,000.00 through December 31, 2023.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A