



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
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Legislative File No: 2012-0096

TO: Mayor and City Council Members
FROM: Allan E. Schneck, P.E., DPS Director
DATE: July 16, 2012
SUBJECT: Water Meters and Equipment

REQUEST:

City Council is requested to authorize an increase of the existing blanket purchase order for water meters and equipment to Etna Supply Company of Grand Rapids, Michigan for \$125,000.00 for a new total amount not-to-exceed \$150,000.00 through December 31, 2012.

REASON FOR PURCHASE:

A blanket purchase order in the amount of \$25,000.00 was established with ETNA Supply Company in December 2011 based on the extension of previous negotiated contract pricing. The establishment of this blanket was to enable the Department of Public Services uninterrupted operations for the supply of water meters while the City researched, prepared, posted and reviewed the Request for Proposal for Water Meters.

Due to a new federal law (ANSI/NSF Standard 61 Annex F and G) that all water equipment is produced lead free by 2014, the City issued a Request for Proposals (RFP) for Water Meters 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.

The only response received was from ETNA Supply Company which met all the requirements of the proposal. The Department of Public Services recommends awarding the bid to ETNA Supply Company.

PROCESS:

Vendor Name and Address:

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

Method of Purchase:

RFP/Blanket Purchase Order

Reason for Selection:

All requirements satisfied

BUDGET:

Provided for in the 2012 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Water	530.740005	Supplies- Meters Only	\$75,000.00	\$75,000.00	\$0
Sewer	510.740005	Supplies-Meters Only	\$75,000.00	\$75,000.00	\$0

RECOMMENDATION:

It is recommended that City Council amend the existing Blanket Purchase Order for Water Meters and Equipment to Etna Supply Company of Grand Rapids, Michigan, in the amount of \$125,000.00 for a new total amount not-to-exceed \$150,000.00 through December 31, 2012.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		