



Legislation Text

File #: 19-1134, **Version:** 1

DATE: November 6, 2019

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
Kristine Brock, Assistant City Administrator / CFO
Michelle Hatcher, Water Management Director
Brian Wilcox, Purchasing Manager

SUBJECT:

Consideration Of Procurement Award To Fortiline Waterworks Of Nashville, Tennessee In The Total Amount Of \$42,120 For 3,000 Lids For Water Meter Boxes For The Water Management Department. (Purchasing Office Procurement Solicitation No. 2020-015; Contract No. 2019-0343) (WS 11/26/19)

Purpose

The purpose of this procurement is to purchase 3,000 lids for water meter boxes for the Water Management Department. This purchase is necessary due to the scheduled replacement of water meters which is part of the City's ongoing advanced metering infrastructure (AMI) project. The quantity of 3,000 lids is what the Water Management Department anticipates it would be able to install by June 30, 2020. Purchases of bulk quantities of additional lids needed thereafter would be priced by a separate competitive process.

Background

The City published on October 17, 2019 a Notice to Bidders in the *Williamson Herald* for lids for water meter boxes. In addition, bid documents were sent on or about the same date directly to thirteen (13) potential bidders known or thought to be interested in this solicitation. Bids from six (6) suppliers were publicly opened at the bid opening held on October 31, 2019. A tabulation of the bids received for this solicitation is attached.

Financial Impact

The apparent lowest, most responsive and responsible bid, from Fortiline Waterworks of Nashville, Tennessee, is in the amount of \$14.04 per lid and \$42,120 for the specified quantity of 3,000 lids. This bid was identified because it is the lowest bid that meets or exceeds the City's intention as expressed and implied by the City's specifications as well as the instructions, terms and conditions pertaining to this procurement solicitation. The Water Management Department budget for fiscal year 2020 allocates \$1,007,000 out of the Water Fund and another \$1,007,000 out of the Wastewater Fund for the AMI project (Project No. 2018-030) including this purchase.

Options

In accordance with the bid documents, the City reserves the right to reject any and all bids.

Recommendation

Staff recommends that the City accept, contingent upon Law Department and City Administrator approval of City Contract No. 2019-0343, the apparent lowest best bid, from Fortiline Waterworks of Nashville, Tennessee, in the total amount of \$42,120 for 3,000 lids for water meter boxes, and award this procurement to this bidder. The City's Purchasing Manager believes the prepared solicitation documents as distributed allowed for competition among multiple service providers, and that the staff recommendation appears to be made in a fair and impartial manner based upon the proposals received. Pursuant to authority previously granted by the Board of Mayor and Aldermen, Contract No. 2019-0343 has been prepared for execution by the City Administrator and is attached pending approval by the Board of Mayor and Aldermen of the staff recommendation to accept the bid from and award the procurement to Fortiline Waterworks.