

# CITY OF HIGH POINT

## AGENDA ITEM

**Title: Carolina Meter and Supply Contract Renewal****From:** Bob Martin, Director of Customer Service**Meeting Date:** April 13, 2015**Public Hearing:** No**Advertising Date /****Advertised By:****Attachments:** Contract Renewal Attached

---

**PURPOSE:** The Customer Service Department needs to renew the contract with Carolina Meter and Supply regarding the purchase of 5/8" water meters.

**BACKGROUND:** As water meters age they under record flow which results in lost revenue to the City. To recover that lost revenue the City replaces aged meters with new meters which read more accurately and allow for remote reading. This will be the fourth renewal of this contract.

Originally bid in 2011 and approved by Council May 16, 2011, Carolina Meter and Supply has provided 5/8" water meters at the original bid price of \$122 for five years with this fourth renewal. They have provided excellent service and quality during the duration of this contract. Customer Service anticipates installing 2,000 5/8" water meters during Fiscal Year 2015-2016 . This quantity covers both replacing of aged meters and installation for new service.

The amount of \$244,000 is budgeted in the 2015-2016 budget (631257-526101 \$144,000 and 421779-533701-4210010100705-40202 \$100,000).

**BUDGET IMPACT:** Funds for the Carolina Meter and Supply contract renewal are included in the 2015-16 budget.

**RECOMMENDATION / ACTION REQUESTED:**

The Customer Service Department recommends that City Council approve the continuing contract relationship with Carolina Meter and Supply in the amount of \$244,000.00.



**FORMAL BID RECOMMENDATION  
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Customer Service Department**

COUNCIL AGENDA DATE: **April 13, 2015**

BID NO.: **EXTEND CONTRACT** CONTRACT NO.: **35-050411** DATE OPENED: **EXTENSION**

**DESCRIPTION:**

This contract was originally approved by Council May 16, 2011. This renewal is the fourth of four allowed extensions. The contract is for the purchase of 5/8" x 3/4" Badger water meters at \$122 each.

**PURPOSE:**

As meters age and wear they under record actual flow and the City loses revenue. Replacing these meters will restore accuracy to consumption readings and allow for recovery of lost revenue. The purchase of these meters will also be used for establishing new service.

**COMMENTS:**

Bid Tabulation is attached. NOTE: Total price is based on the purchase of 2000 meters. Customer Service anticipates purchasing approximately 2000 5/8" meters in FY 2015/2016.

RECOMMEND AWARD TO: **Carolina Meter & Supply, Inc.** AMOUNT: **\$244,000**

**JUSTIFICATION:**

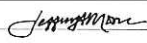
The initial bid was awarded to low bidder and this is the fourth renewal at no price increase despite new regulations on decreased lead content effective 1/1/2014. Carolina Meter and Supply has provided excellent service and quality for the duration of this contract.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631257	526101			\$144,000
421779	533701	421001010705	40202	\$100,000
TOTAL BUDGETED AMOUNT				\$244,000

DEPARTMENT HEAD: **T. Robert Martin** Digitally signed by T. Robert Martin  
DN: cn="T. Robert Martin, o="City of High Point, ou="Customer Service, email="bob.martin@highpointnc.gov, c=US  
Date: 2015.04.02 15:11:48 -0400" DATE: **Apr 2, 2015**

The Purchasing Division concurs with recommendation submitted by the **Customer Service Dept** and recommends award to the lowest responsible, responsive bidder **Carolina Meter & Supply** in the amount of \$ **244,000.00**.

PURCHASING MANAGER: **Tarinda Chappell** Digitally signed by Tarinda Chappell  
DN: cn="Tarinda Chappell, o="City of High Point, ou="Purchasing, email="tarinda.chappell@highpointnc.gov, c=US  
Date: 2015.04.06 08:48:22 -0400" DATE: **Apr 6, 2015**

Approved for Submission to Council  
FINANCIAL SERVICES DIRECTOR:  Digitally signed by Jeffrey A. Moore  
DN: cn="Jeffrey A. Moore, o="City of High Point, NC, ou="Financial Services Director, email="jmoore@highpointnc.gov, c=US  
Date: 2015.04.06 09:43:50 -0400" DATE: **Apr 6, 2015**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko  
DN: cn="Greg Demko, o, ou, email="greg.demko@highpointnc.gov, c=US  
Date: 2015.04.06 09:50:29 -0400" DATE: **Apr 6, 2015**

BID #35-050411

--

[illegible]