



## Town Council Agenda Report

**SUBJECT:** Resolution

**TITLE OF AGENDA ITEM:**

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BID FOR WATER METERS, CITY OF PEMBROKE PINES BID #PSUT 99-03.

**REPORT IN BRIEF:**

The Utilities Department needs to purchase water meters in the course of their daily operations. The City of Pembroke Pines recently solicited sealed bids for these meters and awarded the bid to Sunstate Meter & Supply, Inc. The Town's purchasing ordinance allows us to piggyback the award of another governmental entity rather than conducting our own formal bid. The price obtained by the City of Pembroke Pines is a good competitive price and favorable to the Town. The estimated expenditure on this commodity is \$30,000.00/yr.

**PREVIOUS ACTIONS:**

Not applicable.

**CONCURRENCES:**

All supporting documentation has been reviewed by the Utilities Department and the Procurement Manager who concur with the decision to piggyback the award made by the City of Pembroke Pines to Sunstate Meter & Supply, Inc.

**FISCAL IMPACT:**

Is appropriation required? No  
Funding appropriated? Yes, \$30,000.00.  
Account Name: Utilities Department-Meters & Fittings Account  
Additional Comments: Not applicable

**RECOMMENDATION(S):**

Motion to approve the resolution.

**Attachment(s):**

Resolution  
Procurement Authorization  
Bid award made by the City of Pembroke Pines

Item No.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BID FOR WATER METERS, CITY OF PEMBROKE PINES BID #PSUT 99-03.

WHEREAS, the Town is in need of water meters for the daily operation of the Utilities Department; and

WHEREAS, the City of Pembroke Pines has solicited sealed bids for such water meters; and

WHEREAS, after review, the Town Council wishes to accept the bid awarded by the City of Pembroke Pines to Sunstate Meter & Supply, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The award made by the City of Pembroke Pines, Bid #PSUT 99-03, to Sunstate Meter & Supply, Inc. for the supply of water meters in accordance with the unit pricing identified in Attachment "A", is hereby accepted by the Town Council.

SECTION 2. The Town Council hereby authorizes the expenditure from the Utilities Department-Meters & Fittings Account.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED \_\_\_\_ DAY OF \_\_\_\_\_, 1999

\_\_\_\_\_  
MAYOR/COUNCILMEMBER

Attest:

\_\_\_\_\_  
TOWN CLERK

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 1999

TOWN OF DAVIE  
PROCUREMENT AUTHORIZATION

ACCOUNT NUMBER: 040-1058-536-6450 ✓  
 BUDGET ITEM & DESCRIPTION: WATER METERS  
 APPROXIMATE COST: \$30,000.00

METHOD OF PROCUREMENT (check the one that applies)

- Open Competitive Bidding  
 Piggyback on Contract Number City of Pembroke Pines #PSUT 99-03  
 Sole Source

CHECKLIST, SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed [Signature]  
 Department Head

Have Funds been Reserved RESERVED 19657

Date 11/16/99 Signed [Signature]

Signed \_\_\_\_\_  
 Town Administrator

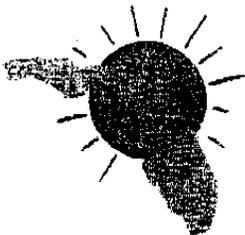
VENDOR	BIDS SUBMITTED	COST
SUNSTATE METER + SUPPLY		\$ 30,000.00

Signed [Signature]  
 Purchasing Specialist

TOWN ADMINISTRATOR'S RECOMMENDATION

Vendor	Cost
SUNSTATE METER + SUPPLY	\$ 30,000.00

Signed \_\_\_\_\_  
 Town Administrator



**SUNSTATE METER & SUPPLY, INC.**

14001 HIGHWAY 28 EAST  
NEWBERRY, FLORIDA 32669

November 4, 1999

Mr. Jim Dahlin  
Town of Davie  
Utility Department  
6591 S.W. 45<sup>th</sup> Street  
Davie, Florida 33314

Subject: Pembroke Pines Water Meter Bid# PSUT 99-03

Dear Mr. Dahlin:

Sunstate Meter & Supply, Inc. is in agreement to furnish the Town of Davie, Florida the same prices per our contract with the City of Pembroke Pines, Florida. These prices will remain firm for a two year period.

Enclosed you will find a copy of the contract award and prices for your reference.

Thank you for your interest in our products and services.

Sincerely,

SUNSTATE METER & SUPPLY, INC.

A handwritten signature in black ink, appearing to read 'Al Ellenburg', with a stylized flourish at the end.

Al Ellenburg  
General Manager

Enclosures:

AGENDA REQUEST FORM  
City of Pembroke Pines, Florida

MEETING DATE  
10/20/99

AGENDA ITEM NO.  
18

TITLE: WATER METERS/METER BOXES

REQUESTED ACTION: MOTION TO AWARD BID #PSUT 99-03 - WATER METERS/METER BOXES TO THE MOST RESPONSIVE/RESPONSIBLE BIDDERS, SUNSTATE METER & SUPPLY FOR WATER METERS AND HUGHES SUPPLY FOR METER BOXES FOR AN INITIAL TWO YEAR PERIOD.

SUMMARY EXPLANATION AND BACKGROUND:

1. Notice to Bidders advertised 09-14-99.
2. Four bids received and opened 09-28-99.
3. The attached bid analysis shows that Sunstate Meter & Supply is the most responsive/responsible bidder for the water meters and Hughes Supply for the meter boxes.
4. Meters bid by Sunstate Meter & Supply are Neptune Model meters, which are in 100% of the water meter placements in the City.
5. Meters bid by ABB Kent are a direct replacement for a Neptune Model if the entire meter needs to be changed. However, in some cases the register is the only part of the meter needing replacement.
6. Funds for these purchases are budgeted in account #471-533-6032-52651.
7. Projected expenditure for one year:
  - a. Water Meters - \$143,925.00
  - b. Meter Boxes - \$ 18,350.00
8. Recommend Commission award bid #PSUT 99-03 - Water Meters/Meter Boxes to the most responsive/responsible bidders, Sunstate Meter & Supply for water meters and Hughes Supply for meter boxes for an initial two year period.

EXHIBITS : (LIST)

1. Notice to Bidders
2. Bid Specifications - 2 pages
3. Bid Tabulation
4. Bid Analysis
5. Proposal Form - Sunstate Meter & Supply
6. Proposal Form - Hughes Supply
7. Memo - Taj Siddiqui

PREPARED BY: NAME: Taj Siddiqui

SOURCE OF ADDITIONAL INFORMATION  
Director of Public Services  
NAME: Taj Siddiqui - 437-1115

Submitted By:

*Charles F. Dodge*  
Charles F. Dodge, City Manager

*Taj Siddiqui*  
Taj Siddiqui P. E., Director of Public Services

COMMISSION ACTION

Motion Passed. 10/20/99

*Jesse...*  
City Clerk

Attachment "A"  
**PROPOSAL FORM**

BID#: PSUT 99-03  
 DATE: September 28, 1999  
 TO: CITY OF PEMBROKE PINES  
 10100 PINES BOULEVARD  
 PEMBROKE PINES, FLORIDA 33026

IN ACCORDANCE WITH THE "Notice to Bidders" dated September 14, 1999 titled  
 "Water Meters/Meter Boxes" attached hereto as a part hereof the undersigned proposed the  
 following:

1) Water Meter Category 1 (as specified)	\$ <u>24.00</u>	a piece
2) Water Meter Category 2 (as specified)	\$ <u>65.00</u>	a piece
3) Water Meter Category 3 (as specified)	\$ <u>174.00</u>	a piece
4) Water Meter Category 4 (as specified)	\$ <u>230.00</u>	a piece
5) Water Meter Category 5 (as specified)	\$ <u>450.00</u>	a piece
6) Water Meter Boxes w/covers. (as specified)	\$ <u>22.70</u>	a piece

\*Note: Meters Bid are Mfg. by Schlumberger and the Meter Boxes by Poly Plastics as required by your specifications.

\*BID PRICES TO BE EFFECTIVE FOR AN INITIAL TWO (2) YEAR PERIOD

PLEASE PRINT

COMPANY: SUNSTATE METER & SUPPLY, INC.

STREET ADDRESS: 14001 Hwy# 26, East

CITY & STATE: Newberry, Florida

ZIP CODE: 32669

TELEPHONE: 1-800-342-3409

TITLE: President

SIGNATURE William R. McLemore William R. McLemore 9/24/99

\*\*NOTE\*\* This yellow proposal must be submitted. A copy is not acceptable.

# BID SPECIFICATIONS

## WATER METERS/METER BOXES – BID #PSUT 99-03

The City of Pembroke Pines is requesting bids to supply five different size water meters and one size meter box utilized by the Utility Division of the Public Services Department for new installations and replacements of broken meters and meter boxes.

Water meters shall be Schlumberger Industries, Neptune model or approved equivalent in the specific sizes requested. If a different product is bid, the meter shall be totally interchangeable with the models currently in use.

Water meter boxes shall be Century, Model 012 or approved equivalent. If a different product is bid, the box and lid shall be totally interchangeable with the model currently in use.

The actual quantity required of each item is not ascertainable at the present time. However, listed below are the projected numbers of meters and meter boxes needed for one year.

### Water Meter Boxes:

Projected quantity for one year – 1,000 boxes with four (4) pipe slots and cast iron reader cover (drawing with dimensions attached for reference).

### Water Meters:

<u>Category</u>	<u>Size</u>	<u>Projected Quantity for One Year</u>
1.)	5/8" x 3/4"	5,000
2.)	1"	50
3.)	1.5"	25
4.)	2"	100
5.)	3"	20

Description of individual meters as currently utilized:

- Category #1 Neptune T-10 - 5/8"x 3/4 "  
Units of Measure - U. S. gallons  
Register type - direct reading
  
- Category #2 Neptune T-10 - 1"  
Units of Measure - U. S. gallons  
Register type - direct reading
  
- Category #3 Neptune T-10 - 1.5"  
Size - 1.5" Flanged  
Units of Measure - U. S. gallons  
Register type - direct reading
  
- Category #4 Neptune T-10 - 2"  
Size - 2" Flanged  
Units of Measure - U. S. gallons  
Register type - direct reading
  
- Category #5 Neptune High Performance Turbine  
Units of Measure - U. S. gallons  
Register type - direct reading

Prospective vendors may bid on part or all of the required materials.

At the City's option, award of materials may be done individually.

Specifications and warranty information to be supplied with proposal form.

- \* \* All prices bid are to include delivery to City of Pembroke Pines designated locations.
  
  - \* \* Quantity discounts, if any, and amount of order to qualify for discount to be noted as attachment.
  
  - \* \* This bid to be for an initial two (2) year period with option to renew for two additional two (2) year period.
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