



Legislation Text

File #: 22-0249, Version: 1

Consider and take action on a resolution authorizing an agreement with Vanguard Utility Service, Inc. dba VSU Inc. for the testing, repair/replacement of commercial meters above one inch in an amount not to exceed \$155,500 (Director of Finance)

Approval of this resolution will authorize funding for a one-year contract with Vanguard Utility Service, Inc. dba VSU Inc. to test and repair/replace 172 commercial meters 2 inches and above and replace warranty expired registers for 122 commercial meters.

The City issued RFP 22-008 received three (3) responses. While Aqua-Metric Sales Company scored slightly higher than Vanguard Utility Service, Inc on evaluation, staff is recommending a contract with Vanguard Utility Service, Inc. due to the vendor's customer service approach and storage of parts and meters. Additional details are provided in attachment 6, RFP Eval Summary.

Commercial Meter Testing is part of the city-wide initiative to prevent water loss and ensure accurate billing. Funding in the amount of \$155,500 is included in the FY2022 adopted budget to begin testing and register replacement of the meters and repair as needed. The first year of testing and repairs will be used to validate the cost effectiveness of continuing the program.

Staff chose contracting the testing and repair as in-house staff does not have the ability to work on meters above 2-inches. Details of the process are listed on page 9 of Vanguard's proposal. If awarded, Vanguard will begin testing on 172 of the largest and highest consuming commercial meters installed from 2014 to 2017.

City staff along with input from Vanguard will authorize the services rendered as the testing moves forward based on actual charges of the services requested and provided. Breakdown on type of meters, size, and meters per year can be found in Attachment 4. Due to supply chain delays, staff anticipates some replacement parts may have a long lead time.

Attachments:

1. Data Sheet
2. Proposed Resolution
3. Exhibit A - Agreement with Vanguard Utility
4. Vanguard Proposal Including Pricing
5. Recommendation Letter
6. RFP Eval Summary

CONTRACT ORIGINATION: Professional Services Agreement with Associated Testing Laboratories, Inc has been reviewed and approved by City Attorney's office

FUNDING

{X} Funds are available in the FY2022 Adopted Budget in the amount of \$155,500 from Utility Billing Water Meter & Supplies account 10207100-51680 (\$60,000 for replacement and \$22,500 parts & labor) and Utility Billing Equipment Repair & Maintenance account 10207100-52400 (\$73,000 for testing).

The same funding is requested in the FY2023 Proposed Budget in anticipation of continuing the program once the cost

effectiveness is validated.

STRATEGIC PLANNING
{X} NOT APPLICABLE