



## Legislation Text

---

File #: 20-628, Version: 1

---

### **CITY COUNCIL AGENDA ITEM**

Memo Date: September 16, 2020  
Agenda Date: September 23, 2020  
Prepared By: Heath Hancher, Purchasing Manager  
Through: Rebecca Bowman, Finance Director  
Requested Action:

Approve change order adding additional funds to Blanket PO#75715 for the purpose of making sole source purchases of Neptune Water Meters and related hardware from Sunstate Meter & Supply Inc for the remaining FY20.

#### **BACKGROUND:**

The City currently uses Neptune water meters and related hardware in the utility infrastructure. The City previously piggybacked from the Manatee County contract for the purchase of the meters. It has been determined that the City is no longer able to utilize the Manatee County piggyback contract that was previously used. Sunstate Meter & Supply, Inc. is the only authorized dealer of Neptune meters and related hardware in the state of Florida. Staff was able to negotiate a beneficial pricing structure for purchase of water meters from Sunstate Meter & Supply that will be in effect through August 16, 2021.

On November 13, 2019, City Council approved a blanket purchase order with Sunstate Meter & Supply, Inc. for water meter purchases up to the budgeted amount of \$750,000. Due to the quantity of meters/registers withdrawn from the warehouse to support the radio read meter installation program, purchases exceeded the approved amount. Additional funds were later requested in the amount of \$300,000 and approved by City Council on June 24, 2020 for the purchase of water meters and related parts from Sunstate Meter & Supply bringing the account to date totaling \$1,050,000 for FY20.

Staff is requesting approval for an additional \$3,546.92 of funds to be applied toward the purchase of meters and related hardware required for the remaining FY20. The meters will be purchased through the City's warehouse and held in inventory until they are installed.

Ultimately, the meters will be expensed to the WFO Repairs and Maintenance Account No. 421-4025 -536.46-00 when they are issued out of inventory.

Staff recommends approval of this sole source purchase order.

#### **STRATEGIC PLAN CONNECTION:**

NA

**BUDGETARY IMPACT:**

Budgeted	Yes
If not budgeted, is amendment/transfer attached?	No
Amount Requested	\$3,546.92
Account Number	421-4025-536.46-00
Account Name	Repairs and Maintenance

**PREVIOUS ACTION:**

On February 13, 1996, the City of Cocoa began purchasing Neptune water meters from Sunstate Meter and Supply, Inc.

On October 14, 2008, City Council approved Resolution No. 2008-110 waiving the competitive bidding process, by reason of sole source, for the purpose of purchasing Neptune potable water meters from Sunstate Meter and Supply, Inc., Newberry, Florida.

On September 14, 2010, City Council approved participation in a cooperative purchase agreement for the purchase of ¾"-2" water meters utilizing the Manatee County, Florida, service agreement, which was awarded to Sunstate Meter and Supply, Inc., a Florida corporation, (and its subcontractor Neptune Technology Group, Inc.) on November 3, 2009.

On October 28, 2014, City Council approved participation in a multi-year cooperative purchase agreement with Sunstate Meter and Supply Inc. (and its subcontractor Neptune Technology Group, Inc.) utilizing the Manatee County Service Agreement #T4000065 for the purchase of three-quarter-inch (¾") to two-inch (2") water meters.

On November 28, 2018, City Council approved participation in a cooperative purchase agreement with Sunstate Meter and Supply, Inc. for water meter purchases utilizing the Manatee County Service Agreement IFAS #T400065, effective August 17, 2014 through August 16, 2019.

On June 26, 2019, City Council approved additional purchasing ability up to \$200,000 for FY 2019 and approved Change Order #1 to Purchase Order No. 74016 with Sunstate Meter & Supply, Inc. utilizing the Manatee County Agreement IFAS #T400065A, effective August 17, 2014 through August 16, 2019.

On November 13, 2019, City Council approved participation in a cooperative purchase agreement with Sunstate Meter & Supply, Inc. for water meter purchases utilizing the Manatee County Service Agreement No. 19-R072004CB, effective August 20, 2019 through August 16, 2021.

On June 24, 2020, City Council approved a resolution waiving the competitive bidding process for the purpose of making sole source purchases of Neptune Water Meters and related hardware from Sunstate Meter & Supply Inc. and approve purchase of \$300,000 of Neptune Meters for the remainder of FY20.

**RECOMMENDED MOTION:**

Approve change order adding additional funds to Blanket PO#75715 for the purpose of making sole

source purchases of Neptune Water Meters and related hardware from Sunstate Meter & Supply Inc for the remaining FY20.