



Legislation Details (With Text)

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Type: BID, RFP, RFQ, COOP, SOLE SOURCE, OPTION YEAR **Status:** Passed

File created: 10/29/2019 **In control:** City Council

On agenda: 11/19/2019 **Final action:** 11/19/2019

Title: Approve the award of Option Year One to Contract 16-347, Water Meter Testing and Repair, to HBK Water Meter Service, Inc. for an amount not to exceed \$118,151.79

Sponsors:

Indexes:

Code sections:

Attachments: 1. Original Award

Date	Ver.	Action By	Action	Result
11/19/2019	1	City Council	approved	Pass

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the award of Option Year One to Contract 16-347, Water Meter Testing and Repair, to HBK Water Meter Service, Inc. for an amount not to exceed \$118,151.79

DEPARTMENT: Water Utilities

SUBMITTED BY: Darrell Blenniss, Director

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

The Water Utilities tests large-diameter (2-inch and larger) water meters on a regular schedule in compliance with the American Water Works Association (AWWA) standards for meter testing and frequency and to ensure accurate measurement of the water used by our largest customers. There are approximately 2,500 testable water meters at various locations throughout the City. Most are located in commercial or multi-family residential buildings.

The City Council awarded Contract 16-347 to HBK Water Meter Service (HBK) on December 20, 2016 for a three-year term from January 1, 2017 to December 31, 2019, with two one-year options to extend.

DISCUSSION:

During the original term of the contract, HBK provided outstanding service. HBK was successful in scheduling all assigned meter testing within the time frame required. HBK went above and beyond in obtaining updated contact information and ensuring all tests, repairs and meter exchanges (when needed) were completed in a proper and professional manner.

The Water Utilities also asked HBK to do occasional nonscheduled meter testing, repairs or replacements, due to unexpected meter issues. HBK completed the unscheduled work without hesitation. The Water Utilities did not receive any complaints regarding HBK's customer service and work quality. Their work ethic, quality and customer service were in-line with the City's standards. In all, HBK tested 951 large-diameter water meters during the original term of the contract.

Based upon the vendor's performance, Water Utilities would like to extend the contract for the first option year. HBK requested a two-percent increase due to labor rates escalating. Water Utilities evaluated and accepted the increase.

The term of the first option year is January 1, 2020 to December 31, 2020, with one one-year option remaining on the contract.

FISCAL IMPACT:

CIP: N/A

Water meter testing is expensed to the operational services account listed below. A total of \$77,250 is tentatively budgeted for water meter testing in 2020, pending Council approval. Staff will monitor the contract throughout the year to ensure funding is available for testing, as the award is based on higher than anticipated testing for the year.

Account Number	Fund	Total Budget
41251510-531308	Water and Wastewater Fund	\$363,448