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Memorandum

To: Honorable Mayor and Members of the City Council
Chairman and Members of the Board of Trustees

From: Roger Kolman, City Manager/Wes Richter, Public Works Director

Re: Award of Bid

Date: 3/2/2020

BACKGROUND

In the fall of 2019, staff requested permission from the Board of Trustees to seek bids for an Automatic Meter Reading (AMR) technology for the Coweta water distribution system. AMR technology allows utilities to collect important data on utility consumption while significantly reducing the amount of human capital dedicated to collecting that data. Manually reading water meters is a time consuming and laborious process that requires utility employees to walk from yard to yard, kneel in the grass, and often dig out or pump out the meter box in order to accurately read the meter. As meters must be read on a regular cycle, utility employees are often exposed to inclement weather conditions while performing their duties. The AMR technology has been deployed in various utility distribution systems in the United States for several decades with very positive results.

In January 2020, the City of Coweta/Coweta Public Works Authority issued a request for proposals to qualified bidders seeking an AMR solution for the approximately 3,300 water meters in Coweta's system. On January 27th, a mandatory pre-bid conference was held at which four prospective bidders were in attendance. Sealed bids were received for the project and publicly opened on February 10th. Bids were received from four bidders as shown on the attached bid tabulation. Three of the four bidders were invited to make a presentation to staff and clarify any questions from the submittals during the week of February 17th.

As a result of bid process and follow-up questions staff recommends awarding the bid to the lowest responsible bidder Meter Install Group, LLC in the amount of \$616,588.00.

Meter Install Group, LLC is a wholly owned subsidiary of RG3 Meter Company, and both companies are based in Longview, Texas where the meters are manufactured. As a related company, Meter Install Group can obtain the meters from the manufacturer directly, bypassing the distribution companies and their inherent markup on the products.

The project will be financed through an interagency loan from the City of Coweta to the Coweta Public Works Authority, with a nine-year payback schedule. The funds for repayment will come from the elimination of three (3) currently unfilled Meter Reader positions in the Coweta Public Works Authority.

STAFF RECOMMENDATION

Staff recommends award of the bid to Meter Install Group, LLC.

ATTACHMENTS

Bid Tabulation

Contract for purchase and installation