

COUNCIL ACTION FORM

**SUBJECT: AWARD OF CONTRACT FOR POWER QUALITY SOCKET TYPE
ELECTRIC METERS FOR ELECTRIC SERVICES**

BACKGROUND:

This bid is for the purchase of power quality socket type electric meters to meet the annual needs of the Electric Services Department.

These materials are standard Electric Services Department Meter Division items. The approved 2009/10 budget includes \$78,606 for the purchase of this type of electric meter. Although twelve bids were sent out, only one response was received on July 9, 2009, as shown on the attached report. For evaluation purposes, the bid received was calculated using estimated needs for the current fiscal year. However, the actual cost will be based on actual quantities received and unit prices bid, not to exceed available funding of \$78,606.

The Electric Meter Supervisor has reviewed the bid and determined that the bid submitted by Fletcher Reinhardt Company, Cedar Rapids, Iowa, meets the needs of the Electrical Services Department.

ALTERNATIVES:

1. The City Council can award a contract for the purchase of power quality socket type electric meters to Fletcher Reinhardt Company, Cedar Rapids, Iowa in accordance with unit prices bid, not to exceed \$78,606. Actual costs incurred under the contract will depend upon number of units purchased at the unit price of \$ 3,176.
2. The City Council can reject all bids and purchase these meters on an as-needed basis.

MANAGER'S RECOMMENDED ACTION:

This purchase will provide for the annual needs of the Electric Services Department for power quality socket type electric meters.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the award of contract to Fletcher Reinhardt, Cedar Rapids, Iowa in accordance with unit prices bid, plus applicable sales taxes, at a cost not to exceed \$78,606.



July 9, 2009

INVITATION TO BID 2009-244

| Bidder | Power Quality Socket Type Electric Meter | Estimated Annual Need | Subtotal | Total Including 7% Sales Tax |
|--|---|--------------------------------------|-----------------|---|
| FLETCHER REINHARDT Cedar Rapids, Iowa | \$3,176.00 | 22 | \$69,872.00 | \$74,763.04 |