

## **COUNCIL ACTION FORM**

**SUBJECT: PURCHASE OF ELECTRIC METERS FOR ELECTRIC SERVICES**

**BACKGROUND:**

This bid is for an annual contract to purchase residential single phase, poly phase, and programmable demand type electric meters to meet the needs of the Electric Services Department. The term of this contract will be from July 1, 2011 through July 31, 2011.

These materials are standard Electric Services Department Technical Services Division items. The approved FY 2011/12 budget includes \$183,738 for the purchase of electric meters. Bids for these materials were received on April 13, 2011, as shown on the attached report. Bid prices are exclusive of sales taxes, which are applicable to the purchase of this equipment and are paid directly by the Utility. For evaluation purposes, the bids received were calculated using estimated needs for the coming fiscal year. Actual costs will be based on quantities received and unit prices bid, but will not exceed available funding. No contract amount is being authorized at this time, since payments will be made as meters are purchased.

The Technical Services Supervisor has reviewed the bids and determined that the bid submitted by Fletcher Reinhardt Company meets the needs of the Electric Services Department. The bid for single phase meters submitted by Rural Electric Supply (RESCO) was found to not comply with the specifications as they are not programmable in the field as required.

**ALTERNATIVES:**

1. Award an annual contract for the purchase of residential single phase, poly phase and programmable demand type meters to Fletcher Reinhardt Company, Cedar Rapids, Iowa, in accordance with unit prices bid.
2. Reject all bids and purchase meters on an as needed basis.

**MANAGER'S RECOMMENDED ACTION:**

This contract will provide for the annual needs of the Electric Services Department for single phase, poly phase, and programmable demand type 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 Company, Cedar Rapids, Iowa, in accordance with unit prices bid, plus applicable sales taxes.



April 13, 2011

**INVITATION TO BID NO. 2011-182**

Est Qty. for FY 11/12	<b>Fletcher Reinhardt, Cedar Rapids, IA</b>	<b>RESCO, Ankeny, IA</b>
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**Single Phase**

Form 1S	8	<b>\$56.50</b>	
Form 2S, 200 class	864	<b>\$28.50</b>	Meters bid did not meet spec
Form 2S, 320 class	12	<b>\$56.50</b>	
Form 2K	4	<b>\$135.00</b>	
Form 25S	192	<b>\$65.00</b>	
Est. Total		<b>\$38,774.00</b>	

**Poly Phase & Demand**

Form 3X	4	<b>\$170.00</b>	\$220.21
Form 9S/8S	12	<b>\$170.00</b>	\$231.51
Form 45S	4	<b>\$170.00</b>	\$231.51
Form 2S	4	<b>\$170.00</b>	\$220.21
Form 12S	4	<b>\$170.00</b>	\$220.21
Form 16/15S	16	<b>\$170.00</b>	\$231.51
Form 25S	4	<b>\$170.00</b>	\$181.46
Est. Total		<b>\$8,160.00</b>	\$10,931.68