

**City of Carson City  
Agenda Report**

**Date Submitted:** November 6, 2015

**Agenda Date Requested:** November 19, 2015

**Time Requested:** 5 minutes

**To:** Mayor and Supervisors

**From:** Purchasing and Contracts

**Subject Title:** For Possible Action: To determine that Purchase Order No. 2016-038 is a sole source purchase for equipment which by reason of the training of the personnel or of an inventory of replacement parts maintained by the local government is compatible with existing equipment, and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve PO No. 2016-038, a request to purchase water meter parts for general on-going maintenance on an as-needed basis through June 30, 2016 from Badger Meter, Inc. for an amount not to exceed \$75,000.

Previous Purchase Order 8720 in the amount of \$541,310 was solely for the purchase of replacement water meters for ¾" size. (Laura Tadman, [LTadman@carson.org](mailto:LTadman@carson.org), Darren Schulz, [DSchulz@carson.org](mailto:DSchulz@carson.org))

**Staff Summary:** Due to compatibility issues with the Orion Automatic Meter Reading System (AMR) utilized by the Water Utility Division of the Carson City Public Works Department, the purchase of parts used to repair or replace damaged meters or associated equipment must be done as a "Sole Source" purchase through Badger Meters and the Orion AMR System.

**Type of Action Requested:** (check one)

Resolution

Ordinance

Formal Action/Motion

Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to approve Purchase Order No. 2016-038 for the purchase of water meter parts on an as-needed basis from Badger Meter, Inc., deemed to be a sole source, for a not to exceed cost of \$75,000 to be funded from 520-3502-435.04-49 Water Fund Account – Water Meters and Services - as provided in the FY 2015/2016 budget.

**Explanation for Recommended Board Action:** Pursuant to **NRS 332.115 subsection 1 (a) and (d)**, staff is requesting the Board of Supervisors to declare that the contract is not adapted to award by competitive bidding.

**NRS 332.115 Contracts not adapted to award by competitive bidding; purchase of equipment by local law enforcement agency, response agency or other local governmental agency; purchase of goods commonly used by hospital.**

1. Contracts which by their nature are not adapted to award by competitive bidding, including contracts for:

- (a) Items which may only be contracted from a sole source;
- (d) Equipment which, by reason of the training of the personnel or of an inventory of replacement parts maintained by the local government is compatible with existing equipment; are not subject to the requirements of this chapter for competitive bidding, as determined by the governing body or its authorized representative.

**Applicable Statute, Code, Policy, Rule or Regulation:** NRS 332.115 subsection 1 (a) and (d)

**Fiscal Impact:** \$75,000.


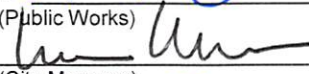


**Explanation of Impact:** Decrease in below referenced account in the amount of \$75,000.

**Funding Source:** Water Fund Account – 520-3502-435.04-49 as provided in the FY 2015/2016 budget. Current available budget is \$147,690. Original budget was \$800,000.

**Alternatives:** Provide other direction pursuant to Board Action.

**Supporting Material:** Purchase Order No. 2016-038, Original Purchase Order No. 8720, Sole Source Letter, and Price list.

**Prepared By:**

Reviewed By: 	Date: <u>11/9/15</u>
(Public Works)	
	Date: <u>11/9/15</u>
(City Manager)	
	Date: <u>11/9/2015</u>
(District Attorney)	
	Date: <u>11/9/15</u>
(Chief Financial Officer)	

**Board Action Taken:**

Motion: _____	1) _____	Aye/Nay
	2) _____	_____
		_____
		_____
		_____
		_____

\_\_\_\_\_  
(Vote Recorded By)



# PURCHASE ORDER # 206-038

## CITY OF CARSON CITY

201 N. Carson Street, Suite 3  
Carson City, Nevada 89701  
(775)887-2133 [Fax](775) 887-2107

VENDOR **Badger Meter**  
P.O. Box 88223  
Milwaukee, WI 83288-0223

VENDOR # **11065**  
DATE **November 4, 2015**  
GROUP #  
CHECK DATE:  
SHIP TO **Carson City Public Works**

SHIPPING METHOD		SHIPPING TERMS			DELIVERY DATE	
QTY	UNIT	DESCRIPTION	BUDGET NUMBER	INVOICE #	UNIT COST	EXTENDED COST
		MISC WATER METER PARTS AS NEEDED	520-3502-435-04-49			\$ 75,000.00
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
		PO given to department to place order.			\$	-
		PO shall not be modified without approval from			\$	-
		Finance Director.			\$	-
		<b>PURCHASED BY:</b>				
		FED I.D. NO. 88-6000189				
				<b>TOTAL</b>	\$	75,000.00

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE ITEMS, AMOUNTS AND STATEMENTS AS HEREIN SET OUT ARE TRUE AND CORRECT PER PURCHASE REQUISITION MADE BY THE PERTINENT CITY DEPARTMENT.

APPROVED FOR PURCHASE

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE ITEMS, AMOUNTS AND STATEMENTS AS HEREIN SET OUT ARE TRUE AND CORRECT PER PURCHASE REQUISITION MADE BY THE PERTINENT CITY DEPARTMENT.

APPROVED FOR PAYMENT



**PURCHASE ORDER**  
 CITY OF CARSON CITY  
 PURCHASING & CONTRACTS  
 201 NORTH CARSON ST #11  
 CARSON CITY, NV 89701

**PURCHASE  
 ORDER NO.  
 008720**

DATE: 7/23/2015

**VENDOR PHONE:** (800)656-3837  
**VENDOR FAX:** (303)771-6655  
**VENDOR #:** 11065  
**VENDOR ADDRESS:** BADGER METER  
 5575 DTC PARKWAY #260  
 ENGLEWOOD, CO 80111

**SHIP TO:** PUBLIC WORKS  
 3505 BUTTI WAY  
 CARSON CITY, NV 89701

*Our P.O. # MUST Appear on ALL Invoices, Packages and Correspondence*

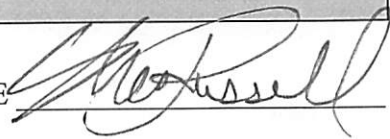
<b>DELIVER BY</b>		<b>REQUISITION #</b>	<b>REQUISITION DATE</b>	<b>CONFIRMED BY</b>	
07/20/2015		0000009322	07/20/2015		
<b>FOB</b>		<b>ACCOUNT NUMBER</b>		<b>AUTHORIZED BY</b>	
		52035024350449		LAURA TADMAN	
<b>ITEM #</b>	<b>QUANTITY/ UNIT</b>	<b>DESCRIPTION ARTICLE OR SERVICE</b>		<b>UNIT COST</b>	<b>EXTENDED COST</b>

1		WATER METERS	1.0000	541,310.00
	541,310.00			
	/ NA			

KLeet 7-23-15

<b>TOTAL PURCHASE AMOUNT</b>	<b>\$541,310.00</b>
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Send Original and One Copy of Invoice to:  
**PUBLIC WORKS**  
**3505 BUTTI WAY**  
**CARSON CITY, NV 89701**

AUTHORIZED SIGNATURE 



4045 W Brown Deer Road  
PO Box 245036  
Milwaukee, Wisconsin 53204-9536  
414-355-0400 | FAX 414-355-8257  
www.badgermeter.com

28 October 2015

**VIA EMAIL**

Carson City Public Works  
Mr. Thomas Gordon - Warehouse Supply Coordinator  
3505 Butti Way  
Carson City, NV 89701

**Subject: Sole Source Letter**

Dear Mr. Gordon:

This letter will confirm that Badger Meter, Inc. is the sole source provider of the Badger<sup>®</sup> ORION<sup>®</sup> AMR system and components, including the READCENTER<sup>®</sup> software application, which is the only application capable of collecting reading from ORION transmitters.

Sincerely,  
BADGER METER, INC.

A handwritten signature in cursive script that reads 'Theresa M. Szafranski'.

Theresa M. Szafranski  
Assistant Secretary

cc: *Brian Helphand – Account Manager*

**List of Inventory Items Purchased from Badger Meter**

<b>ID</b>	<b>Description</b>	<b>Date</b>	<b>Invoice Number</b>	<b>Transaction</b>	<b>Price Per Unit</b>
CCI-03-016B	Coupling End Ring 501 Black 16"	1/7/2015	1611837	Stock Item	108.50
CIF-15-080W	Valve - Waffer Double Disc 8"	10/19/2015	234181	Stock Item	720.31
HYD-01-060	STORZ RETRO CAP	9/18/2014	113369	Stock Item	135.00
ORI-01-006	Orion Transponder 5/8"	10/22/2015	1064834	Stock Item	85.00
ORI-01-010	Orion Transponder 1"	10/22/2015	1064834	Stock Item	85.00
ORI-01-015	Orion Transponder 1-1/2"	10/22/2015	1064834	Stock Item	90.00
ORI-01-020	Orion Transponder 2"	10/22/2015	1064834	Stock Item	90.00
RWM-01-006	Water Meter Disk #25 5/8x3/4"	8/4/2015	1054422	Stock Item	43.94
RWM-01-010	Water Meter Disk #70 1"	7/28/2015	153468	Stock Item	109.84
RWM-01-015	Water Meter Disk #120 1 1/2"	7/28/2015	1053468	Stock Item	256.39
RWM-01-020	Water Meter Disk #170 2"	7/28/2015	1053468	Stock Item	372.90
RWM-02-030	Meter Cmpound 3"	7/28/2015	1053468	Stock Item	1,405.29
RWM-02-040A	Meter Compound New Series 4"	7/31/2014	151752	Stock Item	2,498.94
RWM-02-040P	Water Meter 4" new style	7/28/2015	1053468	Stock Item	2,433.54
RWM-02-060	Meter Compound 6"	7/28/2015	1053468	Stock Item	3,633.17
RWM-03-030T	Meter-Turbine #450 3"	7/31/2014	151752	Stock Item	901.97
RWM-08-030	Meter Strainer 3"	7/28/2015	1053468	Stock Item	396.00
RWM-08-040	Meter-Strainer 4"	7/28/2015	1053468	Stock Item	528.00
RWM-08-060	Meter Stainer 6"	7/28/2015	1053468	Stock Item	726.00