

MEMORANDUM

Purchasing #23-030
August 17, 2023

To: Gregory P. Harrison, City Manager

Through: Carla R. Byrd, General Services Director

From: Tammy R. Thompkins, Purchasing Agent

Subject: Approve Purchases of Neptune Water Meters, Parts, and Accessories for Utilities

It is recommended that Purchase Orders be issued to Ferguson Enterprises, LLC, the sole authorized Florida distributor for Neptune Technology Group, Inc. The as-needed purchases of Neptune Water Meters, Parts, and Accessories, will be based on section 32.45 (Standardization) of the City Code of Ordinances. The paragraphs below outline the details of the procurement.

The Purchasing Division of the General Services Department recommends maintaining Neptune Water Meters, Parts, and Accessories on the list of standardized purchases. According to Section 8. Other Methods of Procurement Section F. Standardization of the General Services Procedures Manual, “standardized items are unique to the City because use of any other brand or source will put the particular City operation in jeopardy and not allow the proper city service to be completed.”

To maintain compatibility with existing infrastructure and extend smart meter functionality to new installations, the Utilities Department will submit requests to issue Purchase Orders collectively totaling no more than \$1,000,000.00/year. The Utilities Department will make these as-needed purchases of Neptune Water Meters, Parts, and Accessories from Ferguson Enterprises, LLC, the sole Florida distributor of Neptune Technology Group, Inc., equipment.

Up to \$1,000,000.00 in Neptune Water Meters, Parts, and Accessories will be purchased from budgeted accounts 420- 7583-533-65-11, 412-3355-533-64-65, 412-3355-533-46-80, and 412-3355-533-46-65 / Utility Fund.