



**Water & Wastewater Commission  
Review and Recommendation**

<b>Commission Meeting Date:</b>	April 10, 2020	<b>COA Strategic Direction:</b>	Government That Works For All
<b>Council Meeting Date:</b>	May 7, 2020		
<b>Department:</b>	Purchasing		
<b>Client:</b>	Danielle Lord, Daniel Layton, Rick Coronado		
<b>Agenda Item</b>			
Recommend approval to award a multi-term contract with ACT Pipe & Supply, Inc., to provide high-density polyethylene meter boxes, lids and cleanouts, for up to five years for a total contract amount not to exceed \$709,000.			
<b>Amount and Source of Funding</b>			
Funding in the amount of \$59,000 is available in the Fiscal Year 2019-2020 Operating Budget of Austin Water. Funding for the remaining contract term is contingent upon available funding in future budgets.			
<b>Purchasing Language:</b>	The Purchasing Office issued an Invitation for Bids (IFB) 2200 OXV1034REBID for these goods. The solicitation issued on December 23, 2019 and it closed on January 23, 2020. Of the four offers received, the recommended contractor submitted the lowest responsive offer. A complete solicitation package, including a tabulation of the bids received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: <a href="#">Solicitation Documents</a> .		
<b>Prior Council Action:</b>	N/A		
<b>Boards and Commission Action:</b>	April 10, 2020 – To be reviewed by the Water and Wastewater Commission.		
<b>MBE/WBE:</b>	This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established.		

The contract is for the supply of high-density polyethylene (HDPE) water meter boxes, lids and force main cleanouts for the City. The HDPE meter boxes and lids house and protect the water meters that are installed throughout the City's water distribution system. The contract will provide a reliable source of supply for various sizes and types of HDPE water meter boxes, lids, and force main cleanouts. These items will be stocked at Austin Water's warehouses and issued on an as-needed basis.

This contract will replace a contract which was canceled on October 12, 2019 due to a change in the standard product list. The requested authorization amounts for the contract were determined using departmental estimates, historical spend, and future City projects. The varied demand of these products and the lead time to receive the necessary items makes it essential to maintain a readily available stock.

If the City is unable to secure a contract, the water meters would be exposed to the elements which could result in possible damages and unscheduled repairs and/or replacements. This could potentially impact the City's ability to provide water services to some of its citizens.

Contract Detail:

<b><u>Contract</u></b> <b><u>Term of</u></b>	<b><u>Length</u></b> <b><u>Term</u></b>	<b><u>Contract</u></b> <b><u>Authorization</u></b>
Initial Term	2 yrs.	\$283,600
Optional Extension 1	1 yr.	\$141,800
Optional Extension 2	1 yr.	\$141,800
Optional Extension 3	1 yr.	\$141,800
<b>TOTAL</b>	<b>5 yrs.</b>	<b>\$709,000</b>

Note: Contract Authorization amounts are based on the City's estimated annual usage.