



Agenda Cover Memorandum

Meeting Date: June 12, 2017

Meeting Type: Committee of the Whole City Council Budget Workshop

Item Title: Approve a one-year extension to the contracts for Water Meter and Accessories, PW-FY17-04, to Midwest Meter Inc. and Water Resources

Item Type: Transfer Budget Amendment Purchase Order Increase Other

Action Requested: Approval For Discussion Feedback Requested For Your Information

Staff Contact: Wayne Zingsheim, Director of Public Works Ph:(847) 318-5247 Email: wzingshe@parkridge.us

Background:

In June 2016, the Council approved contracts for Water Meter and Accessories, PW -FY17-04. The contract terms were for one (1) year and may be extended for a one (1) year period; the overall term period is not to exceed two (2) years with an annual CPI adjustment.

Staff has received correspondence from both Midwest Meter Inc. and Water Resources regarding one (1) year extensions, copies of which are attached, each with a rate increase of 2%.

Staff recommends that the City avail itself of these extensions.

Vendor and Transaction History:

Vendor Status: Current New

Is Purchase Order Request supported by existing contract: Yes No If Yes, date:

Is this an Annual Recurring Purchase Order: Yes No

Bid Process Used: N/A Price Quotes Bid RFP

Have Goods been received or Statement of Work completed: N/A Yes No Details:
If Overage, approved by Department: Yes No

Recommendation:

Approve a one-year extension to the contracts for Water Meter and Accessories, PW-FY17-04, to Midwest Meter Inc. and Water Resources.

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No

If Yes, Total Cost: \$

If Yes, is this a Budgeted Item: Yes No Requires Budget Amendment

If Budgeted, Budget Code (Fund, Dept, Object): 502 3055 956000

Attachment(s), if any:

- Correspondence from Midwest Meter Inc.
- Correspondence from Water Resources



Corporate Office:
200 E. Franklin St.
P.O. Box 318
Edinburg, IL 62531-0318
Phone: 800-634-4746
Fax: 217-623-4216

Branch location:
1078 Wolverine Lane
Cape Girardeau, MO 63701
Phone: 800-635-4746
Fax: 573-334-0151

Branch location:
200 Commercial Drive
Flora, IN 46929
Phone: 877-636-4746
Fax: 574-967-4572

Website: www.midwest-meter.com

May 19, 2017

City of Park Ridge
Mr. Jim McGuire
Procurement Officer
505 Butler Place
Park Ridge, IL 60068

RE: Water Meters and Accessories

Dear Jim,

Thank you for the opportunity to supply the City of Park Ridge with their water meters this past year. This letter is to inform you that Midwest Meter would like to renew our contract with the 2% increase per the contract and extend our current contract for one more year.

We look forward to working with the city to provide the best water metering solutions available that help Park Ridge maximize water revenue for the city and provide the excellent water service that residents have come to expect from the city.

Sincerely,

Timothy W. O'Connor



WATER RESOURCES

May 19, 2017

Jim McGuire
City of Park Ridge
505 Butler Place
Park Ridge, Illinois 60068

Subject: Water Meter Contract #PW-17-04

Dear Jim:

Water Resources Inc. greatly appreciates the opportunity to have furnished Neptune water meters to the City of Park Ridge for the last several years.

We have accepted to City's offer to extend our current contract (PW-17-04) for an additional 12-month period. The contract afforded the opportunity for prices to increase according to the annual percentage increase in the Chicago-Gary-Kenosha Consumer Price Index for all urban consumers over the previous twelve month period (April 2016 – March 2017) available from the US Department of Labor Bureau of Labor Statistics. A review of the CPI over this time period confirms that the CPI increased 2.0% over the twelve month period from April 2016 – March 2017. Water Resources therefore will propose an increase in current contract pricing of 2.0% over the upcoming contract renewal period listed below. All other existing contract terms and conditions will remain unchanged. This offer will extend the contract from the original expiration date of 7/31/17 to a new expiration date of 7/31/18.

Please contact me if you have any questions and we trust that this contract extension merits your favorable approval.

Very truly yours,

Michael D. Pedone
Water Resources Inc.

Cc: Wayne Zingsheim