

PRE-MEETING AGENDA

**Casper City Council
City Hall, Council Meeting Room
Tuesday, May 7, 2019, 5:30 p.m.**






	Presentation	Allotted	Beginning Time
1.	Change Order – LifeSteps Campus Fire Suppression/Fire Alarm/Western States Fire Protection	5 min	5:30
2.	Sole Source Purchase Agreement – Water Meters and Meter Registers	10 min	5:35
3.	Town of Evansville Request	10 min	5:45
4.	Agenda Review	5 min	5:55
	Approximate Ending Time		6:00

We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

May 2, 2019

MEMO TO: J. Carter Napier, City Manager 
FROM: Thomas Pitlick, Financial Services Director 
Pete Meyers, Assistant Financial Services Director 
Jason Ostlund, Meter Services Supervisor
SUBJECT: Sole Source Purchase Agreement with Core and Main for the Purchase of all
Neptune Water Meters and Meter Registers

Meeting Type & Date
Regular Meeting Pre-Session
May 7, 2019

Action Type
Sole Source Authorization

Recommendation

That the City Council grant permission to enter into a Sole Source purchase agreement with Core and Main of Henderson, Colorado, for the ongoing purchase of metering equipment.

Summary

The Meter Services Division is seeking permission to enter into a sole source purchasing agreement with Core and Main of Henderson, Colorado, the only authorized regional Neptune distributor for our area.

The Meter Services team uses Neptune brand water meters and registers in the vast majority of homes and businesses throughout the city. The only exceptions are the cellular Badger Beacon meters (used in about 100 homes), and a few large meters (3+ inch) that have been in place for more than twenty years.

The Meter Services team would like to continue to use Neptune meters exclusively. If we were to install a different brand of meter, we would have to purchase new meter reading equipment and ERTs, we would need to add new meter parts to inventory for meter repair, we would have to attend training sessions on any alternative meter's operation, and we would have to develop systems to upload usage data into GEMS and our billing software.

In Fiscal Year 2018, \$95,808 of meters and registers were purchased from Core and Main with the average order being \$3,684. To date in Fiscal Year 2019, \$57,550 of equipment has been ordered from Core and Main with our average order being \$4,126. Since these are high dollar purchases, we would need to enter into a Sole Source purchase agreement in order to remain compliant with

city purchasing policy. Since Core and Main is the only licensed distributor of Neptune products for our region, we are seeking permission to enter into a sole source purchase agreement with Core and Main.

Financial Considerations

None.

Oversight/Project Responsibility

Jason Ostlund, Meter Services Supervisor

Attachments

None.

Secondary Access Road

M Mayor <Mayor@evansvillewy.com>
Today, 1:50 PM
Charlie Powell ▾

Reply all | ▾

Inbox

You replied on 4/16/2019 3:24 PM.

City of Casper Letter.pdf ▾
33 KB

✓ Show all 1 attachments (33 KB) Download Save to OneDrive - City of Casper

Good Afternoon Mayor,

Not sure how up to speed you are on our secondary access road. This is the letter the former Mayor gave us and our catch is Casper standards are curb/gutter. At this time this is a grated gravel access road and is not being planned to have curb and gutter. In the future I would like to pave it but at this time it is just not in the budget. Would the city of Casper be willing to write us a new letter approving the access road as a dirt road or re-defining your standards for this particular project to us? We are needing the consensus from the city before we can proceed. Let me know if you have any questions and I appreciate you taking a look at this for me!

Best Regards,

Jennifer Sorenson
Mayor
Evansville, Wy



OFFICE OF THE MAYOR

CITY OF CASPER

200 NORTH DAVID STREET
CASPER, WYOMING 82601-1815
PHONE (307) 235-8224
FAX: (307) 235-8313
www.cityofcasperwy.com

July 19, 2017

Honorable Mayor Hinds
The Town of Evansville
P.O. Drawer 158
Evansville, Wyoming 82636-0158

Dear Mayor Hinds:

Casper City Council has considered the Town of Evansville's request for an additional point of access into the Town of Evansville. Given the significant safety concerns from an emergency response standpoint should a train block the existing means of ingress and egress into Evansville, Council is supportive of granting right-of-way for the extension of Metro Road within the Casper City limits.

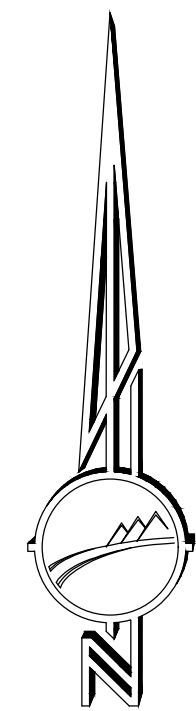
At the time of final design, Evansville will be required to provide a plat for City of Casper approval and signature defining the allocated right-of-way. The cost for the extension of Metro Road to the City limits will be the responsibility of the Town of Evansville and must be constructed to City of Casper standards.

The City of Casper looks forward to working with you on this roadway extension.

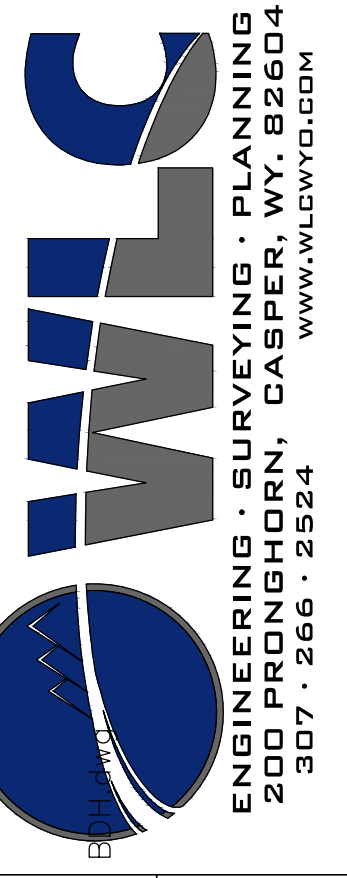
Sincerely,



Kenyne Humphrey
Mayor



SCALE: 1"=200'



Drawn By: BDH W.O. No.: 15545
 Checked By: JLM Book No.:
 Acad File: Secondary Access Road 50 MPH Design

FOR: TOWN OF EVANSVILLE
 P.O. BOX 158
 235 CURTIS STREET
 EVANSVILLE, WY 82636

REVISIONS

TOWN OF EVANSVILLE
SECONDARY ACCESS ROAD

SHEET NO.
 01 OF 01
 DATE:
 4/17/19