

**Lee County Board Of County Commissioners  
Agenda Item Summary**

**Blue Sheet No. 20130219**

**1. ACTION REQUESTED/PURPOSE:**

A) Approve Bid Waiver # W-130286 to waive the formal quotation procedure and allow Lee County Utilities to purchase Neptune Water Meters and Parts from Sunstate Meter and Supply Inc. (the sole authorized Neptune Distributor with a resell supply agreement in the State of Florida) for a period of one year, with the option to renew for four additional one year periods.  
B) Approval an annual estimated expenditures for these meters and parts in the amount of \$375,000.

**2. FUNDING SOURCE:**

Fund-Lee County Utilities Meter Services-Minor Equipment OD5360948700.505280 included in the approved FY2013 Operating Budget.

**3. WHAT ACTION ACCOMPLISHES:**

This action will allow Lee County Utilities to purchase water meters and parts on an annual as needed basis, in a cost effective, efficient and timely manner.

**4. MANAGEMENT RECOMMENDATION:** Approve

**5. Departmental Category:** A13B

**6. Meeting Date:** 3/19/2013

**7. Agenda:**

Administrative

**8. Requirement/Purpose:** (specify)

- Statute
- Ordinance
- Admin Code AC-4-1
- Other

**9. Request Initiated**

**Commissioner:**  
**Department:** UTILITIES  
**Division:** No Divisions  
**By:** Pam Keyes

**10. Background:**

On February 25, 2012, the Division of Procurement Management received a request from Lee County Utilities to waive the formal quotation procedure to allow for the purchase of Neptune Water Meters and Parts from Sunstate Meter and Supply Inc. This waiver is requested because the vendor is the sole authorized Neptune Distributor with a resell supply agreement in the State of Florida.

Water meters are a necessary device utilized to measure water usage and subsequently bill customers for water and/or wastewater service. Newly constructed homes and commercial businesses require a water meter to begin to be billed for utility service. Water meters for existing customers can be damaged, become scratched, stuck and aged over time. These meters require replacement to maintain the accuracy of water usage measurement and accuracy of billing for water and/or wastewater service. Wastewater service is based upon water usage. Meter replacements and repairs are part of ongoing maintenance and included in operating budges annually.

Account String: OD5360948700.505280, Utilities Meter Services-Minor Equipment

Attachments:

- (1) Request for Bid Waiver
- (2) Justification for Waiver Purchase
- (3) Source verification Letter from Neptune Technology Group, Inc.

**11. Required Review:**

<i>Pam Keyes</i>	<i>Robert Franceschini</i>	<i>Dawn Perry-Lehnert</i>	<i>Reginald Kantor</i>	<i>Mike Figueroa</i>	<i>David Harris</i>
UTILITIES	Purchasing	County Attorney	Budget Analyst	Risk	Budget Services
<i>Pam Keyes</i>					
Public Works Director					

**12. Commission Action:**