



Legislation Details (With Text)

File #: 16-023 **Version:** 1 **Name:**

Type: Action Item **Status:** Agenda Ready

File created: 1/26/2016 **In control:** Town Council Meeting

On agenda: 2/1/2016 **Final action:**

Title: Request approval of purchase of upgraded water meter reading equipment.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Elecsys Handheld Reader, 2. Elecsys Handheld Meters, 3. Elecsys Handheld Meters QUOTE, 4. Elecsys Corp 1-14-16

Date	Ver.	Action By	Action	Result
2/1/2016	1	Town Council Meeting	approved	Pass

Subject:
Request approval of purchase of upgraded water meter reading equipment.
EXPLANATION AND SUMMARY :

The Meter Reading Division of the Water and Sewer Department uses touch read equipment for reading of water meters. The existing equipment consists of a system of 3 handheld readers and 3 handheld touch-read devices which were purchased in 2006.

The existing equipment has a number of issues that will be addressed with this proposed upgrade:

- Existing software has not been updated in 3 years and is not be compatible with an operating system above Windows 7 32-bit. New software is fully supported and compatible with current operating systems including Windows 10.
- Existing handhelds are not compatible with the new Utility Billing software.
- Existing handheld touch reader requires bending over at each meter to obtain a reading, which must then be entered by hand into the handheld reader. The new system will eliminate bending over and eliminate key entry error by transmitting the reading via Bluetooth from the touch read device to the reader.
- With only 3 existing handheld readers, staff is unable to send equipment out for routine maintenance and battery changes because of almost constant use of the equipment. Having an extra handheld will allow for routine scheduled maintenance and the ability to have another staff person assist in reading meters during busy times.
- The existing handheld readers are no longer manufactured and inventory of replacement parts is limited.

In addition, with the upgrade to a new utility billing software system, an upgraded meter reading system will help ensure the conversion goes smoothly.

Elecsys Corporation is our maintenance and technical support provider for the existing equipment. They've provided us a quote for 4 hand held meter readers, including a trade-in offer for our current equipment, a free software upgrade and 15 months of free technical support, totaling \$27,290.

This expenditure will be covered by water and sewer connection fees.

Departmental Recommendation : Recommend approval

Finance Recommendation : Funded through the reserved availability fees. Recommend approval.

Purchasing Recommendation : Recommend Approval

Town Attorney Recommendation : The Town has followed its waiver of competitive procurement procedures due to the sole source/proprietary nature of the equipment used. The Town Council may approve the proposed purchase of water meter equipment in its discretion.

Town Manager's Recommendation : I recommend the Town Council approve the purchase of hand held meter reading equipment from Elecsys Corporation as presented.

Cost and Financing: \$27,290.00

Account Number: 500-501-0000-50112-48101

Decision Needed by This date: N/A

PROPOSED/SUGGESTED MOTION

"I move to approve the purchase of hand held meter reading equipment from Elecsys Corporation in the amount of \$27,290.00 from account listed above."

Or

Other action deemed necessary by Council.