



Public Works Department – Water and Wastewater Services

**Business Operation Division**

2555 West Copans Road • Pompano Beach Florida 33069 • PHONE: 954-831-0813

**DATE:** April 3, 2019

**TO:** Brenda J. Billingsley, Director, Purchasing Division

**THRU:** Alan W. Garcia, P.E., Director, Water and Wastewater Services

**FROM:** Jonathan K. Allen, Director, Business Operations Division *Jonathan K. Allen*  
*Acting Director*

**SUBJECT: Request for Co-operative Contract, Multi-Year Contract Term, Multi-Vendor Award & Discount from List Price – Water Meter Fittings & Accessories**

Water and Wastewater Services Business Operations Division (BOD) requests approval to participate in South Florida Governmental Purchasing Cooperative (Co-op) contract which includes the use of a Multi-Year Contract Term, Multi-Vendor Award and Fixed Percentage Discount from List Price/Catalog Price for the establishment of an open-end contract for Water Meter Fittings & Accessories.

The Co-op is an organization of various Southeast Florida cities, counties and governmental agencies that provides for co-operative purchasing in which quantities for the same items are combined to achieve economies of scale through volume discount pricing. The City of Deerfield Beach is the lead agency for this Co-op contract and facilitated the solicitation. This contract offers approximately 30 different types of water meter fitting commodity families. Estimated annual usage was obtained from each participating agency prior to the bid solicitation. The County is a participating agency and the County's estimated annual usage was included in the bid solicitation. Each participating agency concurred with the bid specifications utilized by the City of Deerfield Beach.

The City of Deerfield Beach awarded Co-op Bid No. 2018-19/12 on March 5, 2019 for an initial term of three years and three one-year renewals for a potential total of six years. The initial term began on March 6, 2019.

The current contract in use at the County for Water Meter Fittings & Accessories (F1074808G1) is also a Co-op contract, which was awarded by the Board as a five year and nine-month contract.

WWS is requesting approval to participate in the Co-op contract inclusive of the multi-year contract term, multi-vendor award and fixed percentage discount from list/catalog for the following reasons:

- Participating with local governmental agencies not only provides economy of scale but provides a continuing pipeline of product into our geographic area.
- A multi-term contract serves in the best interest of Broward County as a longer-term contract will reduce processing and administrative time and costs.
- Use of a fixed percentage discount from list/catalog price provides the most beneficial pricing method because of the multiplicity of catalog/price lists involved and the large number of parts that could potentially be purchased throughout the year.
- A multi-vendor award of the same bid lines/items to multiple vendors for this contract is needed because one vendor may not be able to provide all items needed, have availability or be an authorized provider for the required item. Awarding the same bid lines/items to multiple vendors

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will provide BOD the ability to confirm the best price and delivery to the County.

It is BOD's intent to procure required material when needed from the awarded vendors that have the required product and offer the steepest discount off the manufacturer's catalog pricing. WWS estimates the annual usage value to be \$500,000, with an estimated potential six-year value of \$3,000,000.

Attached for review as needed is the solicited bid and award documents.

Should additional information be needed, please contact Gary Hew, Warehouse Manager at 954-831-0813 or Ellie O'Connell, Administrative Officer, Sr at 954-831-0935.

**Attachments:** Bid Solicitation (2018-19/12)  
Award Documents  
Award by Category  
Award Summary