David Torgler, Administrator/Clerk

COMMUNICATION FORM

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FROM: David Torgler, Town Administrator/Clerk
DATE: April 7, 2023
ITEM: Approval to waive the Town's Bidding and Purchasing policy, to purchase replacement remote radio utility read hardware, software and training from Mountain States Pipe & Supply in the amount of $32,995
ATTACHED: Mountain States Pipe & Supply Quote

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BOARD ACTION: _X__ ACTION ITEM
____ DIRECTION REQUESTED
____ INFORMATION

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REQUEST OR ISSUE: The remote radio utility hardware is wearing out and needs to be replaced in order for Town staff to take regular monthly utility meter readings for the Town's electric and water utility services, and for unplanned but regular meter readings as requested by the Town's 450+ customers.

RECOMMENDED ACTION: That the Board waives the Town's Bidding and Purchasing policy and authorizes staff to purchase replacement equipment as stated on the February 21, 2023 quotation from Mountain States Pipe and Supply in the amount of $32,995.00.

BACKGROUND INFORMATION: The Town's remote radio utility equipment is wearing out and needs to be replaced. This replacement is in the Town's budget in the amount of $50,000. Per the equipment provider orders are presently out twelve to eighteen months for delivery. MSPS is the only supplier for this equipment in our region.

FISCAL IMPACTS: The replacement fee of $32,995.

LEGAL ISSUES: None known.

CONFLICTS OR ISSUES: Without this equipment the Town will have to resort to manual reads, a time consuming process that is open to data entry errors. Ordering the replacement equipment now will likely avoid this alternative.

SUMMARY AND ALTERNATIVES: See above.