



October 12, 2020

Council Meeting of October 20, 2020  
Subject: Sole Source Water Meter Purchase

The Honorable Mayor  
and  
Members of the City Council

Ladies and Gentlemen:

Sole source pricing was received for the purchase of residential and commercial water meters. The bid was from ETNA Supply Inc., of Grand Rapids, MI in the amount of \$158,950.

ETNA Supply Inc. is the Michigan distributor of Sensus USA, Inc. meters, which are the standard meters utilized by the City. The meters purchased will be used for the City's replacement program, as well as, new construction homes and commercial businesses.

Council is requested to consider authorizing the sole source purchase of residential and commercial water meters. Funds have been appropriated in the FY-2021 budget from the Water Fund for this purchase.

A resolution is attached for City Council consideration.

Respectfully submitted,

Mark C. Meyers  
City Administrator

JRM/sr  
Attachment

Administration/City Clerk (231) 798-4391	Assessing Division (231) 799-6806	Building Division (231) 799-6801	Finance/Treasurer (231) 799-6805	Fire Prevention (231) 799-6809	Fire Department (231) 798-2255
Parks/Recreation (231) 799-6802	Planning/Zoning (231) 799-6800	Police Department (231) 733-2691	Public Works (231) 799-6803	Streets Division (231) 798-2156	Water/Sewer (231) 799-6804

RESOLUTION

WHEREAS, the FY-21 budget provides funds for the purchase of residential and commercial water meters, and

NOW, THEREFORE, BE IT RESOLVED that the sole source purchase of residential and commercial water meters from ETNA Supply Inc., of Grand Rapids, MI, in the amount of \$158,950 is approved.

At a regular meeting of the City Council of the City of Norton Shores, held remotely, on the 20<sup>th</sup> day of October, 2020, the foregoing resolution was moved for adoption by Council Member. The motion was supported by Council Member.

Ayes:

Nays:

Abstain:

Resolution declared adopted/denied.

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Shelly Stibitz, City Clerk



## Internal Memo

Date: October 12, 2020

To: James R. Murphy – Public Works Director

From: Matt Anderson – Water & Sewer Superintendent *MA*

CC: Scott Houghtaling – Water & Sewer Supervisor  
Holly Hemond – Water & Sewer Administrative Assistant

Subject: Sole-source Water Meters

Over the past several years the City has purchased water meters from Etna Supply, Inc. of Grand Rapids, MI. The meters we use are made by Sensus USA, Inc. which is exclusively distributed in Michigan by Etna Supply, Inc, therefore, are the sole-source supplier for our water meters.

A total of \$158,950 was appropriated in the FY 2021 budget from the Water and Sewer Funds for the purchase of residential meters, as well as, 1.5" and larger commercial meters. The meters purchased are used for the City's replacement program, as well as, new construction homes and commercial businesses. Our estimated quantity to be purchased with the current price from Etna Supply is attached. It is my recommendation to award the sole-source meter purchase to ETNA Supply, Inc. of Grand Rapids, MI in the amount of \$158,950.

If you have any questions, please contact me.

Attachment – CY 2019-2020 Bid Tabulation  
Sole-Source Distributor

**City of Norton Shores  
CY 2019-2020 Sole-Source Pricing  
Residential/Commercial Displacement Water Meters**

Item Number	Quantity	Description	CY 2019-2020 Bid Award Prices	Etna Supply of Grand Rapids, MI Proposed FY 2021	
1	650	5/8" x 3/4" meter TouchRead register and remote module with 1,000 gallon read and rubber connection gaskets	\$135.00	\$135.00	Each
				\$87,750.00	Total
2	100	1" meter TouchRead register and remote module with 1,000 gallon read and rubber connection gaskets	\$210.00	\$210.00	Each
				\$21,000.00	Total
3	20	1.5" meter C2 Touchread register and with 1,000 gallon read	\$1,325.00	\$1,325.00	Each
				\$26,500.00	Total
5	15	2" meter C2 Touchread register and with 1,000 gallon read	\$1,580.00	\$1,580.00	Each
				\$23,700.00	Total
<b>Total:</b>				<b>\$158,950.00</b>	

**Jim Grillo**  
Sensus USA, Inc  
Mid-West Director of Sales  
612-867-3283  
jim.grillo@xylem.com



May 28, 2019

To Whom It May Concern:

Sensus USA, Inc is pleased to announce that **Etna Supply of Grand Rapids, MI** is the exclusive Authorized Distributor of Sensus products and Value Added Reseller (VAR) for Sensus Services such as SaaS in the territory of Michigan.

Please contact Etna for all of your Sensus needs. Purchasing Sensus products and services from the authorized distributor for your area ensures that your products will be properly supported and warranted.

We look forward to the opportunity of providing your firm with quality water measurement equipment and support in the near future. Please feel free to contact me at [jim.grillo@xylem.com](mailto:jim.grillo@xylem.com) regarding this or any other matter.

Sincerely

A handwritten signature in black ink, appearing to read "J. Grillo". The signature is written in a cursive, flowing style.

James C. Grillo  
Mid-West Director of Sales  
Sensus USA, Inc