

**Resolution No. 14-001**

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MARLIN TEXAS TO ESTABLISH A METER READING SYSTEM REVIEW COMMITTEE TO EVALUATE AND PRESENT TO COUNCIL THE OPTIONS DETERMINED BY THE COMMITTEE TO BE MOST ADVANTAGEOUS TO SERVICE THE COMMUNITY.**

**WHEREAS**, prior to the award of the TWDB DWSRF Loan, KSA put together a proposed plan to determine the estimated cost of the Water Meter Replacement Project to make that submission of the application; and

**WHEREAS**, the loan was awarded, the water loss study completed and it is time to begin reviewing the systems options available to the city by different vendors for the automated water meter reading systems; and

**WHEREAS**, various options include, but are not limited to, a fixed base system which works similar to wireless internet (if something blocks the signal, you may get no reading) and the other is a mobile water meter reading system which is also wireless (has multiple opportunities to get a reading from the meter by the vehicle passing the meter); and

**WHEREAS**, there are several manufacturers of these auto read systems that should be explored for the City to choose what would have the most advantageous outcome; and

**WHEREAS**, it is the recommendation of KSA and City Staff to establish a Review Committee to evaluate all the options and bring to Council the results of those reviews for a final decision on the Auto Read System.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and City Council of the City of Marlin Texas to establish a Meter Reading System Review Committee to review the available options and manufacturers and report the results back to Council. The Review Committee shall include City Secretary, Water Office Supervisor, Water Utilities Supervisor, Water Utilities Meter Reader, Mayor Pro-Tem Scottie Henderson and Mayor Elizabeth Nelson.

**PASSED AND APPROVED ON THIS THE 28TH DAY OF JANUARY, 2014.**



*Elizabeth Nelson*  
Elizabeth Nelson, Mayor

*Sandra Herring*  
Sandra Herring, City Secretary

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January 22, 2014

R.C. Dick Fletcher, Interim City Manager  
City of Marlin  
101 Fortune Street  
Marlin, TX 76661

*Via Email*

**RE: DWSRF Water Meter Replacement**  
**Meter Reading System Selection Committee**

Dear Mr. Fletcher:

As discussed with the City, the proposed meter reading system will be procured by the request for proposals (RFP) method. This procurement method will allow the City to evaluate multiple proposals based off price and other selected items. For this procurement method to be valid, the City must select a group to evaluate the proposals and provide a ranking. The City council will have the authority to accept the evaluation committee's recommendations or propose an alternate ranking.

KSA recommends that the City select a group that has direct interest in the proposed meter reading system. KSA will work with this group throughout the bidding process to ensure the most appropriate meter reading system is selected for Marlin.

I will be at the January 28<sup>th</sup> council meeting to discuss this item with the Council. We look forward to continuing to work with the City on this most important issue.

Sincerely,  
**KSA ENGINEERS, INC.**

A handwritten signature in blue ink that reads "Brent P. Bassett".

Brent P. Bassett, P.E.  
Project Manager

Enclosure: None