



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Scott Morgan, Interim City Manager

THRU: Gabriel Bowden, Utilities Director; George Barber, Chief Procurement Officer

DATE: April 3, 2025

RE: Award of Bid: Brass fittings (Ford brand only) – 16-ITB-25 – Utilities Department (Ferguson Enterprises LLC d/b/a Ferguson Waterworks – annual estimate \$250,000).

SUMMARY:

The Utilities Department solicited bids for Ford Brand brass fittings it uses in the field. Ford Brand brass fittings are essential for installing meters, backflow devices, hydrants, and other critical components in the utility system. Annual usage is determined by new construction, meter replacements, system repairs, new programs, etc.

Two (2) bids were received in response to the City's solicitation. Procurement staff reviewed the bids for responsiveness. Utilities staff evaluated the lowest responsive bid for responsibility and ability to provide the commodity specified. The Department found the lowest responsive bid to be acceptable and responsible.

Brass fittings are purchased as an asset (inventory) for future use and are not expensed until they are issued from the warehouse. No specific amount is budgeted for brass fittings. Under the current contract, the annual expenditures have ranged from \$50,000 to \$246,000.

Staff recommends Ferguson Enterprises LLC d/b/a Ferguson Waterworks, Melbourne, Florida, for award of solicitation # 16-ITB-25 Brass Fittings (Ford Brand Only).

REQUESTING DEPARTMENTS:

Utilities
Procurement

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FISCAL IMPACT:

Funding is available in the Utilities Department's Inventory Asset Account. The estimated annual expenditures is \$250,000. Purchase orders are issued on an "as needed" basis.

STAFF RECOMMENDATION:

Motion to approve award of Invitation to Bid No. 16-ITB-25 Brass Fittings (Ford Brand Only) to Ferguson Enterprises LLC d/b/a Ferguson Waterworks, located in Melbourne, Florida. Council approval is requested to establish a two-year term contract, renewable by the Procurement Department for three (3) additional one-year terms.