



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Standardization of water meter boxes/vaults, covers, inserts, and related items for the enclosure of water meters as Armorcast Products Company (Armorcast).

1. Resolution adopting Armorcast as the City-standard for water meter boxes and vaults for the enclosure of water meters and dispense with competitive bidding for the procurement of water meter boxes, vaults, covers, inserts, and related items from Armorcast.

COUNCIL ACTION

Item Type: Action

Approved for March 7, 2023 **calendar**

EXECUTIVE SUMMARY

GWP Water Division regularly purchases meter boxes and related items for the enclosure of water meters. Armorcast boxes have been used exclusively by the Water Division for over ten years as they are the only boxes/vaults that adequately meet the City's needs. Therefore, standardization to Armorcast for water meter boxes/vaults, covers, inserts, and related items for the enclosure of water meters is justified.

COUNCIL PRIORITIES

Infrastructure: Aging infrastructure in the City's water system is replaced or rehabilitated on a planned and ongoing basis. Meter boxes are regularly replaced when they are broken or past their useful life. In addition to housing the City's water meters, meter box and meter box lid replacements help protect residents from trips and falls in or on broken and damaged meter boxes and lids.

RECOMMENDATION

That the City Council approve a Resolution authorizing standardization to Armorcast for water meter boxes, vaults, covers, inserts, and related items for the next ten years, to dispense with competitive bidding, and to authorize the procurement of meter boxes/vaults for the enclosure of water meters dependent on need and within the budget amounts approved by the City Council during the annual budgeting process.

BACKGROUND

GWP Water Division typically purchases over 300 meter boxes, vaults, covers, and vault related items each year. Armorcast products have been purchased exclusively for over ten years as they have the flexibility, durability, quality, and affordability that meets the City's needs. Making boxes in a variety of materials, unlike other providers, Armorcast supplies concrete, polymer, and fiberglass boxes and vaults that provide the flexibility required by staff. Locally manufactured, Armorcast can readily supply customized vaults (specialized punchouts or size) that are required for certain locations. In addition, other vendors materials would not be compatible with meter boxes/vaults and related items that are already installed, which would make repairs and replacements difficult and work currently in progress could not be completed with incompatible materials. Finally, current means and methods would have to change to adapt and conform to another product, which would create inefficiencies.

ANALYSIS

Armorcast meter boxes and vaults have been used exclusively by GWP for over ten years due to their superior quality and to due to the need for compatibility amongst boxes.

The City of Glendale Purchasing Policy promotes the standardization of commonly used items, vehicles, and equipment. This process will eliminate repetitive future approvals by the City Council for similar equipment. Standardized items need to be reviewed by the Departments at least every five years and need to be approved by City Council at least every ten years.

If the City Council approves the proposed Resolution adopting Armorcast as the City's standard for meter boxes and vaults and to dispense with competitive bidding, the Deputy Director of Finance, Purchasing will be authorized to proceed with the purchase of the meter boxes and vaults included in the budget.

The proposed standardization of meter boxes, vaults, and related items to Armorcast for ten years does not necessarily entail a long-term commitment to Armorcast for further purchases. The proposed action is merely a standardization policy authorizing City staff to procure these specific items from Armorcast, without competitive bidding.

Each equipment procurement will be handled separately under separate contracts with Armorcast. For example, the Fiscal Year 2022-23 budget includes an amount for the operation and maintenance for the Water Distribution Section. If the Glendale City Council approves the proposed standardization policy, staff will pursue a purchase order.

STAKEHOLDERS/OUTREACH

Not applicable.

FISCAL IMPACT

The GWP Water Division is expected to spend approximately \$50,000 for the remainder of the fiscal year which was approved as part of the FY2022-2023 budget. No new appropriation is being requested at this time.

The City Council approved funding is outlined below:

Existing Appropriation		
Amount	Account String	Funding Source
\$124,085	GL:45350-5920-GWP-4710-P0000-	Water Works Revenue Fund

ENVIRONMENTAL REVIEW (CEQA/NEPA)

This item is considered a ministerial activity and therefore, not subject to CEQA review

CAMPAIGN DISCLOSURE

In accordance with the City Campaign Finance Ordinance No. 5744, the following are the names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than ten percent interest in the company proposed for contract in this agenda item report.

Full Name	Title	Business Address	City	State	Zip
Paul Boghossian	President	9410 Lurline Avenue	Chatsworth	CA	91311
Brooke Garza	CEO	9410 Lurline Avenue	Chatsworth	CA	91311
David Howard	Corporate VP	9410 Lurline Avenue	Chatsworth	CA	91311

ALTERNATIVES

Alternative 1: Approve the Resolution for the standardization of meter boxes/vaults from Armorcast, to dispense with competitive bidding, and authorize the procurement of meter boxes/vaults, covers, inserts, and related items for the enclosure of water meters to Armorcast Products Company.

Alternative 2: Not approve the recommended Resolution. GWP will continue to pursue multi-year sole source contracts with Armorcast.

Alternative 3: Consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Prepared by:

Michael E. De Ghetto, Chief Assistant General Manager - Water

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

None.