

**From:** [City of Ocala - Contracting Officer](#)  
**To:** [Nyla Nguyen](#); [Michelle Brooker](#); [Patricia Lewis](#); [Shayatta J. Roberts](#); [Daphne Robinson](#); [Laitishia Crutchfield](#)  
**Subject:** Your policy exception has been approved.  
**Date:** Thursday, March 20, 2025 3:07:43 PM

Your policy exception has been **approved**.

**Approval Comments: drobinson@ocalafl.org**

The department is approved to piggyback Greeley, Colorado’s contract with Utility Metering Solutions, LLC (UMS) for the continued provision of advanced meter infrastructure installation services (Contract No. FL20-11-162) for Phase III of its water meter installation project. Services for Phase I and II of Greeley’s meter infrastructure project were originally awarded on March 18, 2021. On September 20, 2023, Greeley, Colorado, executed Amendment #3 for Phase III Meter Installation Services. Per the Department, UMS has agreed to extend pricing and services to the City of Ocala under the same terms and conditions as Contract No. FL20-11-162). A cost analysis undertaken by WRS staff reflects that using three (3) in house staff members to install the remaining 2,326 meters at a cost of \$120,668.72 would take five (5) months. During this time, WRS would have to pay two (2) temporary staff to continue reading the defunct meters at a cost of \$69,696 and hire three (3) additional full-time workers to continue performing day-to-day operations at a cost of \$120,668.72. WRS anticipates the total cost to the City through the use of its own forces would be \$311,033.44. This cost does not include overhead costs or the loss that would be sustained while the department undertakes efforts to hire and qualify temporary and additional staff. WRS anticipates expending \$700,000 through the completion of Phase III. THE DEPARTMENT CAN CONTINUE TO UTILIZE CONTRACT NO. WRS/211072 TO TRACK EXPENDITURES FOR THIS PROJECT. PLEASE ISSUE A CONTRACTING REQUEST SO THAT AN AMENDMENT TO THE EXISTING PIGGYBACK CAN BE PREPARED. BECAUSE THIS AMENDMENT EXCEEDS \$50,000, PLEASE PLACE THE AMENDMENT ON AN UPCOMING COUNCIL AGENDA. PLEASE ENSURE A COPY OF THIS EXCEPTION REQUEST IS ATTACHED TO THE CONTRACTING REQUEST, MUNIS CONTRACT, AND AGENDA ITEM.



**Procurement/Contract/P-Card Exception**

**Select exception type:**

Contract

**Reason for contract exception:**

Immediate Need

**Enter a brief description of your exception request:**

We would like to piggyback this installation contract from UMS. This company was used to do the initial Badger water meter installation project. We don't have the staff to get the meter exchange in a timely manner. UMS worked on the original start of the project in 2019. They did phase 1 and 2 and this is now phase 3. They have access our program and can automatically send the meter information to our GIS and Cogsdale. They work with IT (Mike Parker). After completing a cost analysis that considered all of the various cost factors. It is determined using your 3 inhouse staff to install the remaining new meters would take 5 months. During this time, you would need to pay 2 temp staff to continue reading the defunct meters (\$69,696), and also hire 3 additional full time workers (\$120,668.72) to continue doing the day-to-day operations that your current employees normally would be doing instead of installing new meters. The cost of your current staff to install the new meters would be \$120,668.72, the replacement staff for that time period would be \$120,668.72 (does not include overheads with this rate), plus cost of temps at \$69,696.00. For an overall cost of \$311,033.44 to exchange 2,326.

**Attach all documents related to the exception that can assist the Contracting Officer's decision.**

[UMSvsCITY comparison.3.14.205.xlsx](#)  
[EXECUTED CONTRACT - Piggyback \(Greeley Colorado\) - UMS - Meter Installation Services \(WRS 211072\).pdf](#)  
[Legislation Details \(With Text\) - 2022-0537.pdf](#)  
[Policy Exception 2022 UMS.pdf](#)  
[FL20-11-162\\_Greeley\\_CO\\_Meter\\_Installation\\_Phase\\_III FE Ktr.pdf](#)

**Department**

(WRS) WATER RESOURCES

**Requestor Name**

Nyla Nguyen

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**Who authorized requesting this exception?**

Stacey Ferrante