

**DEPARTMENT OF PUBLIC WORKS  
INTEROFFICE MEMORANDUM**



**TO:** Felicia Strong-Whitaker, Purchasing  
**FROM:** David Clark, Director DC  
**DATE:** January 5, 2021  
**SUBJECT:** 20ITB100620A-CJC, Small Water Meter Installation

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On November 10, 2020, the Department of Purchasing opened the subject Invitation to Bid (ITBC). There were three (3) responses.

McLemore Water Meters, Inc. provided the lowest bid but was deemed non-responsible, as the references provided by the bidder could not verify that the bidder performed the installation of new water services. RTS Water Solutions was also deemed non-responsible because documents were not provided to indicate they possess Utility Contractor's License and Utility Manager's certificate.

Wade Coots Company provided a responsive and responsible bid. Therefore, the Department of Public Works is recommending award to the overall lowest responsive and responsible bidder, Wade Coots Company, in the amount of \$300,000.00.

Funding is available in the following account: 203-540-5453-1160 - \$300,000.00.

If you require additional information, please contact David Clark 404-612-2804.

cc:  Nick Ammons, Deputy Director, Public Works  
Tony Moore, Deputy Director, Administration, Public Works  
Janice Dickenson, Material Management Manager, Public Works  
Charlie Crockett, Chief Assistant Purchasing Agent, Purchasing