




MEMORANDUM

TO: Mayor Linda Gorton  
Urban County Council

FROM:   
John Howard, Deputy Director  
Division of Waste Management

DATE: April 17, 2019

SUBJECT: Sole Source Purchase Request for Mettler Toledo to purchase software, hardware and professional services between Lexington-Fayette Urban County Government (LFUCG) on behalf of the LFUCG Division of Waste Management and Mettler Toledo.

**Request:** The purpose of this memorandum is to request approval to enter into an agreement with Mettler Toledo to purchase software, hardware and professional services for the scales located at the Transfer Station, Materials Recovery Facility and Haley Pike Landfill. The support is necessary to ensure the accurate weight of trucks crossing the scales. The tonnage data is used for verification in contract bills.

**Authorization to:** Approve a sole source agreement with Mettler Toledo.

**Why are you requesting?** Mettler Toledo is the sole supplier of the industrial scales and associated software used at the Transfer Station, Materials Recovery Facility and Haley Pike Landfill.

**Department needs this action completed because:** Mettler Toledo's scales and associated software are currently in use by the Division. This agreement will continue the use of this vital program to ensure accurate tonnage weights.

**What is the cost in this budget year and future budget years?**

The cost for this FY is: \$30,000

The cost for future FY is: \$30,000 yearly

The total cost is: \$60,000

**Are the funds budgeted?** Yes

<b>Account number(s):</b>	FY19	1115 303501 0001 96202 - (\$30,000)	Software upgrade to new version
	FY20	1115 303501 0001 76102 - (\$5,000)	Software upgrade
		1115 303501 0001 71208 - (\$5,000)	Hardware support
		4121 303102 3062 76102 - (\$6,000)	Software upgrade
		4121 303102 3061 76102 - (\$5,000)	Software upgrade
		1115 303505 3571 76102 - (\$4,000)	Software upgrade
		1115 303505 3571 71208 - (\$5,000)	Hardware support

cc: Nancy Albright Commissioner- EQPW

