



# City of Woodland

## REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR  
AND CITY COUNCIL

DATE: December 16, 2008

SUBJECT: Water Meter Implementation, Project No. 07-51 (08-08) Phase 1;  
Adopt Sole Source Findings

### **Report in Brief**

As part of the Water Meter Retrofit Project, West Yost Consulting Engineers prepared bid documents for general contractors to retrofit the Phase 1 portion of the Water Meter Implementation, Project No 07-51 (08-08) ("Project"), to meet the requirements of the state law defined in Assembly Bill 2572 ("AB 2572") as described in further detail below.

The scope of work in the bid document includes the installation of the automatic meter reading (AMR) hardware and software to collect data from the meters and make it available to the billing system in the City's Finance Department.

Pursuant to Section 3400(b) of the Public Contract Code, City staff respectfully requests that the City Council make findings in order to specify Sensus-brand water meters, meter chambers, registers, rubber gaskets, chamber screens, end point FlexNet transceiver units, tower gateway base stations, repeater antenna, and regional network interface and software. These findings will establish uniform, complete and compatible meter reading specifications City-wide in order to facilitate the use of the most reliable, dependable, cost efficient and feasible products throughout the City.

Staff recommends that the City Council adopt Resolution No. \_\_\_\_\_ establishing findings pursuant to Public Contract Code Section 3400(b) to authorize the City to sole source Sensus-brand name meter reading equipment to reduce City costs by creating uniform meter-reading equipment in the City, facilitating maintenance and improving reliability of equipment as described herein.

### **Background**

AB 2572 requires the City to install water meters on all water service connections that are located in its service area by January 1, 2025. Water connections that are already metered and those connected after 1991 are to be billed volumetrically by January 1, 2010. All other customers are to be billed on a consumptive basis by January 1, 2025. Moreover, the AB 2572 also authorizes urban water

suppliers to recover the cost of providing services related to the purchase, installation, and operation of a water meter from rates, fees, or charges.

It should be noted herein that these formal findings by the City Council are necessary for purposes of issuing a Public Works Contract for sole-source procurement included in the Meter Implementation Contract, which includes actual procurement and installation of the specified equipment. (This issue will be coming before Council in January.)

However, formal Council findings are not necessary if a contract is only for the purchase of equipment and materials and does not include any installation. In the case of a simple equipment and material purchase contract, necessary sole source findings are made by the Department Director and the Purchasing Officer. Such is the case in the Water Meter Implementation, Project No 07-51(08-08) Phase 1; Award Equipment Purchase Contract before the City Council on December 16 as a separate action.

### **Discussion**

Presently, the City utilizes a touch-read Sensus technology device (Touch Read) to read the City's Sensus commercial meters. Many existing residential connections installed after 1991 have meters and they are not being read and no residential meter rate currently exists. It takes from 3 to 5 days to complete the reading process for approximately 1,400 existing commercial meters.

Over time, some of the City's use of Sensus commercial meter reading products has proven to be more desirable than others. The most desirable products with the highest quality and reliability have, in practice, become standards. Standardizing certain equipment and materials simplifies operator control and parts inventory, increases repair efficiency and dependability and reduces costs. This practice is not uncommon in public works activities such as fleet maintenance, roadway maintenance and utility services.

Public Contract Code Section 3400 prohibits the designation of any specific brand or trade name without allowance for substitution of an "or equal". The Public Contract Code does, however, provide for an exception if the local agency makes findings that the sole source designation was made in order to match other products in use on particular completed public improvements or if the needed item(s) are only available from one source.

Pursuant to Public Contract Code Section 3400, staff believes that the following findings in support of the recommendation to pre-designate the specific brand or trade name of the select items included on the attached Exhibit "A" are accurate and appropriate:

- Experience has shown those items listed on Exhibit A provide superior quality and increased reliability by withstanding normal wear and tear and occasional adverse conditions.

- Uniformity of supplies and equipment provides for ease of installation, operation and maintenance by reducing work effort and cost.
- Standardizing supplies and equipment, particularly those publicly visible, provide aesthetic appeal and positive city image.
- Standardizing equipment simplifies and reduces parts inventories. Reducing inventory parts reduces cost and saves time in maintaining the inventory.
- Standardized equipment promotes continuity of service by providing operators familiarity with use and operation of the item.

### **Fiscal Impact**

This Project is fully funded by enterprise funds and the total estimated cost of implementing the Phase 1 portion of the Project is approximately \$4,228,200. The requested approval is not anticipated to have a significant cost impact. Cost increases, if any, would likely be offset by savings resulting from increased efficiency, reduced maintenance, time savings and increased reliability.

### **Public Contact**

Posting of the City Council Agenda.

### **Alternative Courses of Action**

1. Adopt Resolution No. \_\_\_\_\_ establishing findings pursuant to Public Contract Code Section 3400(b) to authorize the City to sole source Sensus-brand name meter reading equipment to reduce City costs by creating uniform meter-reading equipment in the City, facilitating maintenance and improving reliability of equipment as described herein.
2. Give staff direction to compile additional supporting materials and return information to Council at a later date
3. Cease further consideration of sole source findings as described herein.

**SUBJECT:** Water Meter Implementation, Project no. 07-51 (08-08) Phase 1;  
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**ITEM:**

**Recommendation for Action**

Staff recommends that the City Council approve Alternative No. 1.

Prepared by: Akin Okupe  
Senior Civil Engineer

Reviewed by: Doug Baxter  
Senior Civil Engineer

Reviewed by: Greg Meyer  
Director of Public Works

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Mark G. Deven  
City Manager

Attachments: Resolution

**RESOLUTION \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF WOODLAND  
DESIGNATING CERTAIN PRODUCTS, BRANDS OR SERVICES  
PURSUANT TO PUBLIC CONTRACT CODE SECTION 3400**

**WHEREAS**, pursuant to Public Contract Code section 3400(b) the **CITY OF WOODLAND** (“City”) may make a finding(s) designating certain products, things, or services by specific brand or trade name for the statutorily enumerated purposes; and

**WHEREAS**, City Council has reviewed the City’s current facilities, general contracts, plans, and specifications in order to evaluate the City’s need to establish uniform, complete and compatible meter-reading specifications City-wide in order to facilitate the use of the most reliable, dependable, cost efficient and feasible products throughout the City; and

**WHEREAS**, Sensus-brand water meters, meter chambers, registers, rubber gaskets, chamber screens, end point FlexNet transceiver units, tower gateway base stations, repeater antenna, and regional network interface and software (“Meter Reading Products”) will allow the City to ensure that the Meter Reading Products utilized on all future City projects match Meter Reading Products in use at other City facilities as permitted pursuant to Public Contract Code Section 3400(b)(2); and

**WHEREAS**, City maintenance personnel have been trained in the maintenance, repair, and replacement of the Sensus-brand Meter Reading Products and maintain a stock of the equipment needed for replacements and maintenance; and

**WHEREAS**, City staff has determined that the Meter Reading Products have demonstrated its ease of maintenance, reliability, durability, and quality; and

**WHEREAS**, based on the Council’s above described review and Public Contract Code Section 3400(b)(2), the Council has determined that City must require and specify the use of Sensus-brand Meter Reading Products on City projects as set forth below.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE CITY OF WOODLAND AS FOLLOWS:**

Section 1. The above recitals are true and correct. “

Section 2. The City, pursuant to Public Contract Code section 3400, intends to establish uniform, complete and compatible meter reading specifications City-wide in order to facilitate the use of the most reliable, dependable, cost efficient and feasible products throughout the City.

Section 3. The City has found compatibility, cost, ease of maintenance, and use of different types of meter reading manufacturers to be problematic and believes it necessary to establish a uniform meter reading manufacturer requirement in order to avoid incompatibility issues, as well as security, durability and reliability issues, and costs associated with

experimenting and replacing incompatible and useless meter reading products and to avoid the waste of City funds associated with addressing incompatible components.

Section 4. Sensus-brand equipment is specified because the majority of existing meter equipment installed in the City is Sensus-brand and the City wants to match its new meters and associated parts with existing meters and associated parts.

Section 5. City staff has determined that the Sensus-brand equipment has demonstrated their reliability, durability, quality and long-term accuracy.

Section 6. The City's research also indicates that including multiple brands of meter equipment may cause incompatibility issues and make the radio read system more difficult to implement. Furthermore, the majority of the City's installed base of Sensus meters are already equipped with the radio-read compatible registers and can be readily configured with radio read transmitter devices.

Section 7. City maintenance staff has been trained in the maintenance, replacement, and repair of the Sensus-brand equipment and the City maintains a stock of the equipment needed for replacements and maintenance.

Section 8. The City and its consultants have undertaken research into the products/brands of meter reading equipment. Pursuant to Public Contract Code Section 3400(b)(2), the City's Council hereby designates the Sensus-brand water meters, meter chambers, registers, rubber gaskets, chamber screens, end point FlexNet transceiver units, tower gateway base stations, repeater antenna, and regional network interface and software for the City's use for use in future projects so as to establish one complete uniform City-wide meter reading system, thus, avoiding incompatibility of products, as well as security, replacement and maintenance problems.

**PASSED AND ADOPTED** by said City Council on \_\_\_\_\_, 2008, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED AS TO FORM:

\_\_\_\_\_  
Andrew Morris, City Attorney

\_\_\_\_\_  
Marlin H. Davies, Mayor

ATTEST:

\_\_\_\_\_  
Sue Vannucci, Director of  
Administrative Services