THE CITY OF ASHEVILLE

Staff Report

Council Meeting Date: September 22, 2020

Subject: Advanced Metering Infrastructure (AMI) Professional Services Contract

Staff Resource(s): David Melton - Water Resources Director; Brandon Buckner - Metering Services Manager

Action Requested: Adoption of a resolution authorizing the City Manager to execute a supplemental agreement to the master agreement in the amount of $175,520 with Cavanaugh and Associates to develop, facilitate, and complete the RFP process for the selection of a new Advanced Metering Infrastructure (AMI) system and third-party contract manufacturer and installer.

Background:

- The City's customer water metering system consists of approximately 60,000 meters which are read mainly using drive-by Automated Meter Reading (AMR) radio technology.
- The City installed its current metering system from 2009-2012. The Automated Meter Reading equipment is reaching the end of its lifecycle and is beginning to fail.
- Advancements in metering technology have greatly increased this lifecycle and increased warranty periods.
- This issue requires staff to begin the process of implementing a long-term strategy for meter asset management.
- During FY19, Meter Services collaborated with the Customer Service, GIS, IT, and Administrative management staff to form a Customer Metering Task Force. The task force developed a customer metering strategic plan with technical support from Cavanaugh and Associates.
- A business-case recommendation was developed for the City of Asheville.
- This recommendation includes a wholesale replacement of all 2” and smaller water meters with new meter assemblies, implementing a fixed-base network meter reading system, AMI and retrofit meters 3” and larger to the AMI reading system.
- The recommended mechanism for product selection and installation is utilization of a third-party contract manufacturer and installer, procured via Request for Qualifications & Proposal (RFP) process.

Vendor Outreach Efforts:

- Through a qualifications-based selection process beginning in February 2020, the City of Asheville selected nine consulting firms to provide on-call professional services for an array of different types of water system projects.
- Cavanaugh and Associates was one of the selected firms due to their expertise in areas of non-revenue water, metering systems, etc.
- The City of Asheville entered into a master agreement with Cavanaugh and Associates on August 31, 2020 for on-call professional services valid for three years with the option to renew for two additional years.
- If approved, the proposed services described here within will be developed into a subcontract under the conditions of the master agreement.
- City of Asheville Water Resources Staff determined that utilizing the on-call professional services for General Projects was the best method to deliver this project and Cavanaugh and Associates was the most qualified of the on-call firms.
- Based on the current master agreement, no additional vendor outreach was performed.

Council Goal(s):

- A Financially Resilient City

Committee(s):

- None.

Pro(s):

- This project will be the initial step in updating metering and reading infrastructure that is reaching the end of its useful life cycle.
- The project will result in improvements to efficiency of operations, through significant reduction in the number of trucks on the road to read meters.
- This reduction will also decrease the City's carbon footprint associated with Metering Services operations.
- This project will ultimately result in water customers having access to more timely data and provide customers with the ability to monitor and better manage their water usage.
- This project will provide the framework for monthly billing processes.

Con(s):

- Failure to approve resolution will result in a delay in the process of exchanging equipment that has reached the end of its life.

Fiscal Impact:

- The Water Resources Department currently has the funds needed for this agreement budgeted in the "AMR Replacement Project" in the Capital Improvement Program Fund.
- Total agreement cost of $175,520.

Suggested Motion:

- Move to adopt a resolution authorizing the City Manager to execute a supplemental agreement in the amount of $175,520 with Cavanaugh and Associates to develop, facilitate, and complete the RFP process for selection of a new AMI system and third-party contract installer.

Attachment(s)

- Resolution

RESOLUTION NO. 20-_____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR ADVANCED METERING INFRASTRUCTURE (AMI) PROCUREMENT SERVICES

WHEREAS, pursuant to N.C.G.S. § 160A-312, the City of Asheville has authority to operate a public enterprise; and

WHEREAS, pursuant to N.C.G.S. § 160A-20.1, the City of Asheville may enter into contracts with private entities to carry out any public purpose the City is authorized to engage in; and

WHEREAS, in Fiscal Year 18/19 the City of Asheville formed a Customer Metering Task Force which completed a Customer Metering Strategic Plan; and

WHEREAS, the Customer Metering Strategic Plan identified the most fiscally and environmentally sound options for updating its aged metering and reading infrastructure; and

WHEREAS, an agreement in the amount of $175,520 is needed to develop, facilitate and complete the RFP process for selection of a new AMI system and third-party contract installer;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ASHEVILLE THAT:

The City Manager, on behalf of the City of Asheville, is hereby authorized to execute an agreement in the amount of $175,520 for Advanced Metering Infrastructure (AMI) Procurement Services.

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Read, approved and adopted this 22nd day of September, 2020.

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CITY CLERK MAYOR

Approved as to form:

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CITY ATTORNEY