

**Indian River County, Florida  
Department of Utility Services  
Board Memorandum**

**Date:** June 25, 2019

**To:** Jason E. Brown, County Administrator

**From:** Vincent Burke, PE, Director of Utility Services

**Prepared By:** Cindy Corrente, Utility Finance Manager

**Subject:** Award of Contract for Meter Deployment Services

**Descriptions and Conditions:**

On August 14, 2018, the Board of County Commissioners (BCC) authorized staff of the Indian River County Department of Utility Services (IRCDUS) to begin negotiations with the top-ranked firm for Meter Deployment Services for an Automatic Meter Reading (AMR) Solution and authorized the Purchasing Manager to issue a purchase order to Langham Consulting Services Inc. (now known as TMG Inc.) for Task 5 of RFP 2014043. Task 5 was to assist the County in contract negotiations with the selected AMR vendor.

**Background:**

The top ranked firm for Meter Deployment Services was National Metering Services Inc. For the past several months, staff has worked closely with its consultant to draft a contract that addresses the myriad of issues associated with the complex transition to an AMR solution. Those issues include clearly outlining IRCDUS and contractor responsibilities in relation to the meter deployment services, providing for minimal customer service interruptions, establishing a clear communications program to inform customers of the meter change out program, and providing a framework so the contractor may proceed expeditiously even when encountering unexpected or unusual field conditions.

Presently, the IRCDUS service territory consists of approximately 51,000 metered accounts. Of the 51,000 meters, close to 37,000 are manual read meters. The remaining 14,000 meters are already AMR meters. Upon completion of the contract, all 51,000 metered accounts will consist of AMR meters. It is expected that the project will take between eighteen and twenty-four months to complete.

During the negotiations process, it was agreed that a pilot program was not necessary since the meters being deployed are of the same type and brand that are already being utilized for the existing 14,000 AMR accounts. Those accounts have Master Meter AMR meters that are read via a drive-by technique utilizing Harmony software. Therefore, no new or untested technologies will be utilized for this manual read to AMR transition project. Use of both products has been in place for several years.

Of the 37,000 meters being replaced under the proposed contract, many have been in the ground for over twenty-five years. With that in mind, it should come as no surprise that conditions inside the meter box

may be less than ideal. Therefore, when the meters are replaced, any broken or missing lids and meter boxes will be replaced as well. In some cases, the water service lines have settled over time or were never installed according to current utility standards. In these situations, it may be necessary to install risers. The risers are attached to the service line in order to provide accessibility to the meters. Along with replacing the meters, the check valves will be replaced in concert with Florida Department of Environmental Protection (FDEP) requirements.

**Funding:**

In order to maximize cost savings for the Meter Deployment Program, the majority of the materials will be purchased by the County. Negotiated pricing for meters and meter apparatuses are already in place for the IRCDUS warehouse.

The “all in” projected pricing for the Meter Deployment Services Agreement and direct purchase of related materials is included as an attachment to this agenda.

Funding for the Countywide Meter Replacement program is available in the operating fund. Operating funds are generated from water and sewer sales.

<b>Description</b>	<b>Account Number</b>	<b>Amount</b>
Countywide Meter Replacement Labor Only(NMS contract)	471-169000-16506	\$ 3,083,663.80
Countywide Meter Replacement (change directives)	471-169000-16506	\$ 308,366.00
Countywide Meter Replacement Program (materials)	471-169000-16506	\$ 11,325,189.10
Total		\$ 14,717,218.90

**Recommendation:**

Staff recommends the Board of County Commissioners (BCC) authorize the chairman to endorse the Agreement for Meter Deployment Services between Indian River County and National Metering Services, Inc. for \$3,083,663.80, after final review and approval by the County Attorney.

Staff also recommends the BCC authorize staff to issue work change directives related to the Meter Deployment program in order to assure that work can continue expeditiously after discovery of unique field conditions as long as such directives do not alter the overall scope of the program and do not exceed \$308,366.00, as detailed in Exhibit 2 of the contract. It is understood that upon completion of the project, staff would provide a report to the BCC that fully describes the final authorized amount.

**Attachments**

Agreement for Meter Deployment Services  
Projected Pricing