



## Legislation Details (With Text)

**File #:** 19-601      **Version:** 1

**Type:** Procurement Change Order      **Status:** Passed

**File created:** 6/4/2019      **In control:** City Council

**On agenda:** 6/18/2019      **Final action:** 6/18/2019

**Title:** Approve the award of Change Order #1 to Contract 18-281, Water Utility Automated Meter Infrastructure Business Case and Preliminary Implementation Plan to West Monroe Partners, LLC for an amount not to exceed \$64,000 and for a total award of \$189,932

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
6/18/2019	1	City Council	approved	Pass

### CITY COUNCIL AGENDA ITEM

#### **ACTION REQUESTED**

Approve the award of Change Order #1 to Contract 18-281, Water Utility Automated Meter Infrastructure Business Case and Preliminary Implementation Plan to West Monroe Partners, LLC for an amount not to exceed \$64,000 and for a total award of \$189,932

**DEPARTMENT:** Water Utilities

**SUBMITTED BY:** Darrell Blenniss, Director

**BOARD/COMMISSION REVIEW:**

N/A

#### **BACKGROUND:**

On December 4, 2018, the City Council awarded Contract 18-281 to West Monroe Partners LLC for an amount not to exceed \$125,932 to complete the first three phases of a business case analysis and implementation plan to evaluate the use of Automated Metering Infrastructure (AMI) for the Water Utilities. The first three phases included:

- Phase 1 - Discovery;
- Phase 2 - Business Case; and
- Phase 3 - Implementation Plan.

Anticipated benefits of an AMI program include:

- Improved billing accuracy

- Customer leak detection data
- Greater customer knowledge about water consumption
- Data for Water Utility to refine overall water system operation

**DISCUSSION:**

A change order is requested to complete Phase 4 - Vendor Evaluation and Selection Support. During Phase 4, West Monroe Partners will provide the following services:

- Review the AMI vendor RFP, which will be developed by staff and edited to verify the business/technical requirements are comprehensive and other industry best practices are included;
- Develop a vendor evaluation model;
- Review AMI proposals and aid in the proposal scoring process;
- Prepare and participate in shortlist presentations;
- Support final vendor selection decision;
- Support contract negotiations to confirm critical performance elements are included; and
- Develop test plans for the AMI program based on selected AMI vendor and other impacted systems.

Following the December 4, 2018 award, West Monroe Partners completed the Business Case and Preliminary Implementation Plan in a timely fashion, on-schedule and on-budget. Due to their performance in the first three phases, staff recommends the award of Phase 4 to West Monroe Partners. This change order will maintain continuity of personnel and efforts, ensuring an efficient continuation of the AMI program.

**FISCAL IMPACT:**

CIP #: N/A

Consultant fees for business strategies and planning are expensed to the other professional services account listed below. A total of \$125,000 is budgeted for the AMI business case and preliminary implementation plan. This change order will be funded through savings in the capital improvement program. The southwest waterworks pump replacement project original budgeted under WU07 will be pushed out of 2019, freeing \$650,000. The funds saved from that project will be used to cover this change order.

Account Number	Fund Description	Total Budget Amount
41101500-531309	Water Fund	\$125,000