

# City of Sacramento

## Legislation Details (With Text)

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**File #:** 2019-00997    **Version:** 1    **Name:**  
**Type:** Consent Item    **Status:** Agenda Ready  
**File created:** 6/21/2019    **In control:** City Council - 5PM  
**On agenda:** 7/23/2019    **Final action:**  
**Title:** Agreement: Memorandum of Understanding Regarding Water Meter Replacement Program  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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**Title:**  
**Agreement: Memorandum of Understanding Regarding Water Meter Replacement Program**

File ID: 2019-00997

**Location:** Citywide

**Recommendation:**

Pass a Motion ratifying a Memorandum of Understanding (MOU) regarding a Water Meter Replacement Program and authorizing the City Manager or the City Manager's designee to execute Amendment 1 to the MOU for a cost share amount not-to-exceed \$84,829.

**Contact:** Jon Conover, Project Manager, (916) 808-4891; Deanne Neighbours, Program Specialist, (916) 808-3536; Pravani Vandeyar, Water Division Manager, (916) 808-3765; Department of Utilities

**Presenter:** None

**Attachments:**

- 1-Description/Analysis
- 2-MOU and Amendment 1 to MOU

**Description/Analysis**

**Issue Detail:** Staff recommends Council ratify the Memorandum of Understanding (MOU) for Water Meter Replacement Program and approve Amendment 1 to the MOU.

In December 2018, the City of Sacramento joined into a planning MOU for a Water Meter Replacement Program (Program), developed by the Citrus Heights Water District (CHWD), where regional and local agencies joined together to determine how best to replace aging water meters within their respective service areas. The participating parties, also known as the Water Meter Consortium, represent 11 water purveyors and affiliated agency members, including: Carmichael Water District (CWD), Citrus Heights Water District (CHWD), Fair Oaks Water District (FOWD), City of Folsom (COF), City of Sacramento (City), Golden State Water Company (GSWC), Orange Vale Water Company (OVWC), Regional Water Authority (RWA), Sacramento County Water Agency (SCWA), Sacramento Suburban Water District (SSWD), and San Juan Water District (SJWD). CHWD and SJWD were designated as L3 participants with financial obligations for the entire program and all other parties, including the City, were designated as L1 participants with no financial obligations.

The Water Meter Consortium developed a Planning Study, which includes water meter inventory, technology options, assessments of testing programs, options for optimizing performance, potential replacement programs and financing models, and public outreach programs. In October 2018, CHWD facilitated a request for proposals for the Planning Study.

The Planning Study is comprised of 7 phases. Each agency has the option to participate on a phase by phase basis with a structured cost per phase based on the number of participants in each phase. The City is opting to participate in phases 1-6 and will transition from L1 participants with no financial obligations to being L2 participants with financial obligations for the Planning Study.

Harris and Associates, Inc. was selected by the Water Meter Consortium to provide planning study services for an estimated cost of \$642,537. A maximum not-to-exceed amount of \$800,000 was established to allow for a contingency in the event of unanticipated expenses. CHWD will be contracting with Harris and Associates for the full amount of \$800,000 and per the MOU the City will reimburse CHWD for its portion of the Planning Study, participation in phases 1-6, by contributing a maximum, not-to-exceed amount of \$84,829.

The proposed Amendment 1 to the MOU identifies changes to the MOU to accommodate the Planning Study contract, including transitioning the City's participation level from an L1 to an L2, outlining the City's cost share for the Planning Study, and providing for CHWD's management of the Harris & Associates, Inc. contract.

**Policy Considerations:** Water meter replacement is consistent with the City Council focus areas of achieving sustainability and livability.

**Economic Impacts:** None.

**Environmental Considerations:** This report concerns administrative activities that will not have a significant effect on the environment and does not constitute a "project" as defined by the California

Environmental Quality Act (CEQA) [CEQA Guidelines Sections 15378(b)(2 and 5)] and is not subject to CEQA [CEQA Guidelines 15060(c)(3)].

**Sustainability:** The proposed project is consistent with the 2035 General Plan as it supports infrastructure reliability, monthly billing practices and water conservation. It also furthers the City's progress in implementing the Water Forum Agreement (WFA) and the California Urban Water Conservation Council (CUWCC) Best Management Practices (BMPs) 1, 4, and 7.

**Commission/Committee Action:** Not applicable.

**Rationale for Recommendation:** Staff representatives from the Water Meter Consortium parties created an RFP and reviewed the proposals received. Based on the collective knowledge, expertise, and experience, Harris and Associates was selected to provide the Planning Study.

The City of Sacramento has been an active member of the Water Meter Consortium as an L1 participant. Increasing the City's participation level to L2 will provide the City a better opportunity to meet its BMP commitments under the WFA and the CUWCC Memorandum of Understanding.

**Financial Considerations:** Amendment 1 to the Water Meter Replacement Program MOU has a City cost-share amount not-to-exceed \$84,829 for the planning study. There are sufficient funds available in the Water Meter Replacement Program (I14010500) for Amendment 1.

There are no General Funds allocated or planned for this project.

**Local Business Enterprise (LBE):** The City's LBE requirements do not apply to the proposed MOU with CHWD.