

**Metropolitan Domestic Water Improvement District  
Board of Directors Meeting**

**December 10, 2012**

**Approval of Change Order No. 4 for the Metro Southwest Hybrid Automated Meter Reading System with National Meter and Automation Inc.**

**Synopsis**

The Board of Directors is being requested to approve a contract extension with National Meter and Automation Inc. for the Metro Southwest Automated Meter Reading System.

**Background**

The District entered into a contract with National Meter and Automation Inc. on January 9, 2012 for the installation of a Hybrid Automated Meter Reading System for Metro Southwest. The installation included the installation of approximately 1,500 new meters and endpoints, five collectors and repeaters, server hardware, and software. The meters, endpoints, collectors and repeaters have been installed and are active. National Meter and Itron (AMR Vendor) are currently working to complete the final testing of the server hardware and software.

**Issues**

The original contract time was for 210 calendar days. When the Board approved the contract with National Meter it authorized the General Manager to increase the contract amount up to \$25,000 and extend the contract up to 60 days. There have been three Change Orders since the contract was approved: The first was an increase in the dollar amount by \$3,028 for compliance with the Davis-Bacon wage requirement of the WIFA Loan.

The Second Change Order was a 45 day contract extension. This change order was due to delays in getting the server installed and configured. Itron had gone through a vendor change for configuring their servers. As an interim solution, Itron established a hosted network allowing the District access to the meter reading data. It was essentially the same as hosting it here at the District. Staff had access to the software and meter data. This also allowed staff to begin billing from the AMR system without deploying a meter reader.

The servers have been installed and the vendor is currently doing the final checks on the software. The last piece of the installation is the configuration of a virtual machine and storage for the District's primary server. The creation of the virtual machine is currently being scheduled. National Meter is bringing in a VM consultant for this last phase. With scheduling, vacations, holidays, and testing this process may run into late December or the first part of January. Staff initiated the third Change Order for a 15 day contract extension. This extension

makes the current final date December 15, 2012, and is the limit of the General Manager's approval.

Staff is requesting that Change Order No. 4 be approved to extend the contract time an additional 45 days from December 15, 2012 making the final contract day January 30, 2013. Staff has had access to the AMR for many months. Extending the contract time will not impact the AMR system or its functionality. The extension provides adequate time to properly create the primary server to have a smooth transition.

**Staff Recommendation**

It is recommended that the Board of Directors approve Change Order No. 4 providing a 45 day contract extensions to National Meter and Automation Inc.

**Suggested Motion**

I move to approve Change Order No. 4 with National Meter and Automation Inc.

Respectfully submitted,

Steven D. Shepard,  
Utility Superintendent

I concur with the above-noted recommendation.

Respectfully submitted,

Mark R. Stratton, P.E.  
General Manager