



## Folsom City Council Staff Report

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|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>MEETING DATE:</b>   | 5/26/2026                                                                                                                                                                                                                                                                                          |
| <b>AGENDA SECTION:</b> | Consent Calendar                                                                                                                                                                                                                                                                                   |
| <b>ITEM TITLE:</b>     | Resolution No. 11614 - A Resolution Authorizing the City Manager to Execute Amendment No. 4 to the Agreement (Contract No. 173-21 14-092) with Water Works Engineers, LLC for \$49,823 from the Water Operating Fund (Fund 520) for Fixed Network and Water Consumption Database As-Needed Support |
| <b>FROM:</b>           | Utilities Department                                                                                                                                                                                                                                                                               |

### **RECOMMENDATION / CITY COUNCIL ACTION**

The Utilities Department recommends that the City Council pass and adopt Resolution No. 11614 - A Resolution Authorizing the City Manager to Execute Amendment No. 4 to the Agreement (Contract No. 173-21 14-092) with Water Works Engineers, LLC for \$49,823 from the Water Operating Fund (Fund 520) for Fixed Network and Water Consumption Database As-Needed Support.

### **BACKGROUND / ISSUE**

Since 2014, Water Works Engineers, LLC (Water Works) has provided support to the City of Folsom on an as-needed basis, with ongoing development and modifications to its fixed network and water meter database (WMDB). Water Works has assisted the City with monthly data transfer to the WMDB from Badger meters installed south of Highway 50, and from the fixed network system north of Highway 50 administered mostly by Zenner. Water Works has also helped improve workflow through developing an automated process for transferring meter data from the WMDB to the billing software.

The scope of work for Amendment No. 3, executed in January 2025 is nearing completion and the City desires to execute an amendment to the agreement with Water Works for continued support. As with any equipment or operations system, the City's fixed network system and water consumption database requires maintenance and upgrades to be compatible with the water facility's system improvements, technology upgrades and general operational requirements.

Water Works Engineers, LLC has the expertise for continuing this support. As the water meter database is critical in facilitating accurate, timely billing, water conservation and maintenance of the meter infrastructure, the City would like a comprehensive and updated documentation effort of the system which has evolved since its inception based on as-needed changes.

This resolution will authorize the City Manager to execute Amendment No. 4 to the Agreement (Contract No. 173-21 14-092) with Water Works Engineers, LLC for Fixed Network and Water Consumption Database As-Needed Support.

### **POLICY / RULE**

Section 2.36.120 of the Folsom Municipal Code states, in part, that contracts for supplies, equipment, services, and construction with an estimated value of \$77,426 or greater shall be awarded by the City Council.

### **ANALYSIS**

Fixed network systems have complex software and hardware components that require management and modifications periodically. These upgrades and modifications require specially trained personnel to perform these functions. Rather than hire additional staff to perform these periodic specialty functions, the City proposes to continue to use Water Works Engineers, LLC for this as-needed support.

In order to maintain the fixed network system and provide the necessary expertise, Water Works Engineers, LLC will provide the following services:

- Review, update and documentation of WMDB programming.
- On-call technical support related to the Zenner and Badger fixed network systems and the WMDB.

The Utilities Department recommends amending the current agreement with Water Works Engineers, LLC. The amendment will allow Water Works to continue providing as-needed support for two more years and be in the amount of \$49,823 increasing the total contract not-to-exceed amount to \$231,771.

This resolution will authorize the City Manager to execute Amendment No. 4 to the Agreement (Contract No. 173-21 14-092) with Water Works Engineers, LLC for Fixed Network and Water Consumption Database As-Needed Support.

### **FINANCIAL IMPACT**

In August 2014, the City executed an agreement with Water Works Engineers, LLC for Fixed Network and Water Consumption Database As-Needed Support for a total amount not to exceed \$38,900. Amendment No. 1 to the agreement was executed in November 2016 increasing the total compensation by \$49,976 for a new not-to-exceed amount of \$88,876. Amendment No. 2 to the agreement was executed in April 2022 increasing the total compensation by \$43,123 for a new

not-to-exceed amount of \$131,999. Amendment No. 3 to the agreement was executed in January 2025 increasing the total compensation by \$49,949 for a new not-to-exceed amount of \$181,948.

This amendment will cover the two-year period including the remainder of FY 2025-26, through FY 2026-27 and into FY 2027-28. Funding for this agreement is included in the Fiscal Year 2025-26 Operating Budget under the Water Operating Fund (Fund 520). It is also planned to be included in the Water Operating Fund (Fund 520) budgets for FY2026-27 through FY2029-30 as part of the annual budgeting process.

The Utilities Department recommends the City Manager executes Amendment No. 4 to the Agreement (Contract No. 173-21 14-092) with Water Works Engineers, LLC to increase the total compensation by \$49,823 for a new not-to-exceed total amount of \$231,771.

### **ENVIRONMENTAL REVIEW**

This project is an operations and maintenance based project pertaining to existing infrastructure; and therefore, is categorically exempt from environmental review under the California Environmental Quality Act as noted in Title 14 – California Code of Regulations, Chapter 3 – Guidelines for Implementation of the California Environmental Quality Act, Article 19 – Categorical Exemptions, Section 15301 – Existing Facilities.

### **ATTACHMENTS**

1. Resolution No. 11614 - A Resolution Authorizing the City Manager to Execute Amendment No. 4 to the Agreement (Contract No. 173-21 14-092) with Water Works Engineers, LLC for \$49,823 from the Water Operating Fund (Fund 520) for Fixed Network and Water Consumption Database As-Needed Support
2. Scope of Work for Fixed Network and Water Consumption Database As Needed Support - Amendment No 4

Submitted,

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Marcus Yasutake, Director  
UTILITIES DEPARTMENT

## Attachment 1

**RESOLUTION NO. 11614**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE  
AMENDMENT NO. 4 TO THE AGREEMENT (CONTRACT NO. 173-21 14-092) WITH  
WATER WORKS ENGINEERS, LLC FOR \$49,823 FROM THE WATER OPERATING  
FUND (FUND 520) FOR FIXED NETWORK AND WATER CONSUMPTION  
DATABASE AS-NEEDED SUPPORT**

**WHEREAS**, the Utilities Department currently utilizes a fixed network system (remote tower meter reading) to comply with California Water Code Section 526; and

**WHEREAS**, the City's overall fixed network and database system needs to be maintained and upgraded to meet with technology and general operational requirements; and

**WHEREAS**, Water Works Engineers, LLC by reason of their past experience with performing these services for the City, and abilities for performing these types of services, is uniquely qualified and recommended to continue to perform the required services; and

**WHEREAS**, this amendment will increase the Fixed Network and Water Consumption Database As-Needed Support project by \$49,823, bringing the total contract amount to \$231,771; and

**WHEREAS**, Amendment No. 4 will cover a period of two years including the remainder of FY 2025-26, through FY 2026-27 and into FY 2027-28; and

**WHEREAS**, sufficient funds are budgeted and available in the Water Operating Fund (Fund 520) for agreement in FY 2025-26, and will be included during the respective budget process in FY 2026-27 and FY 2027-28; and

**WHEREAS**, the agreement will be in a form acceptable to the City Attorney:

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom authorizes the City Manager to Execute Amendment No.4 to the Agreement (Contract No. 173-21 14-092) with Water Works Engineers, LLC for Fixed Network and Water Consumption Database As-Needed Support for a not-to-exceed amount of \$49,823, increasing the total contract not-to-exceed amount to \$231,771.

**PASSED AND ADOPTED** this 26<sup>th</sup> day of May 2026, by the following roll-call vote:

**AYES:** Councilmember(s):  
**NOES:** Councilmember(s):  
**ABSENT:** Councilmember(s):  
**ABSTAIN:** Councilmember(s):

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Justin Raithel, MAYOR

ATTEST:

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Christa Freemantle, CITY CLERK

## Attachment 2

**Scope of Engineering Services**  
**Water Works Engineers, LLC (ENGINEER) and City of Folsom (CLIENT)**  
**Water Meter Fixed Network and Water Consumption Database As-Needed Support**

This Scope of Engineering Services is issued by the City of Folsom (herein referred to as CLIENT) and accepted by Water Works Engineers (herein referred to as ENGINEER) pursuant to the mutual promises, covenants and conditions contained in the most current Engineering Services Agreement between the City of Folsom (City) and Water Works Engineers.

**Project Description**

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The project specifics are as follows:

|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Location</b>               | Folsom, California                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Facility Name</b>          | Folsom Water Meter Fixed Network System                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Project</b>                | As-Needed Database Management Support                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Existing Documentation</b> | <ul style="list-style-type: none"> <li>• Folsom Water Meter QA/QC Database (WMDB)</li> <li>• Zenner Fixed Network System (Zenner)</li> <li>• Badger Fixed Network System (Beacon)</li> <li>• Financial Billing Software (Central Square)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Project Background</b>     | <p>Water Works has continued to support the City of Folsom on an as-needed basis with ongoing development and modifications to its fixed network water meter data collection and billing system. The previous scope of work dating back to 2024 (Amendment 3 - XP2651) is nearing completion and the City desires to execute a new contract for ongoing support. The City has a fixed network system on the North side of Route 50 that is administrated mostly by Zenner. With the new development South of Route 50, the City has begun utilizing Badger Meters and Badger's Beacon Web Services to host this data, which is separate from Zenner. The City is also slowly replacing Zenner meters with Badger Meters when their batteries die. The City's water meter database currently intakes data from both data sources and acts as the City's main interface for viewing and utilizing all data.</p> <p>Within the previous scope of work, Water Works and Rob Talavera completed the following updates to the system:</p> <ul style="list-style-type: none"> <li>➤ Supported transition from DropCountr to Badger Eye On Water for customer facing water meter data viewing</li> <li>➤ Developed automated process for transferring WMSO data from Water Meter Database to Central Square</li> </ul> |



## Scope of Services

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To meet the general project objectives, ENGINEER will provide services on an “on-call” or “as-needed” extension of staff basis in support of the City’s WMDB. Services will be split into subtasks as follows.

| Subtask | Title                                                |
|---------|------------------------------------------------------|
| 1       | Document Water Meter Database Back-End and Front-End |
| 2       | Miscellaneous As-Needed Services                     |

### Subtask 1: Document Water Meter Database Back-End and Front-End

A comprehensive and updated documentation effort for the programming behind the database functionality has not been completed, and its functionality has evolved and changed over many years of as-needed changes requested by the City. For a system as critical as this water meter database is for the City’s operations, updated documentation is recommended in the case that the original/current programmer is unavailable to provide updates or fixes at any time in the future. This task would include a review and update of all in-program notation and documentation (i.e. programming comments), and an update to a text version user-guide that describes the current screens, program modules, and functions.

### Subtask 2: WMDB Miscellaneous As-Needed Services

ENGINEER will provide on-call as-needed phone, email, office and on-site technical support for issues related to the Zenner and Badger fixed network systems and the WMDB. Given the somewhat undefined nature of these as-needed services, support will be provided up to the defined number of hours and budget, and if the budget is exceeded, additional scope and fee will be required.

## Project Schedule

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WWE will work with the City in order to determine an agreed-upon schedule for each task and sub-task as the work progresses and will commit to and meet those schedules as they are developed. The anticipated overall timeline for this project is 2026-2027.

## Payment

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Given the “on-call / as-needed” nature of this work, these services will be on a Time and Expense basis not to exceed \$49,823 without written consent from CLIENT and invoiced in accordance with the Hourly Billing Rates in the following table. Individual tasks, hours, not-to-exceed budgets by task, schedules and notices to proceed will be mutually agreed upon via email correspondence with City Project Manager prior to commencement.

**Billing Rates (2026)**

| <b>Billing Categories</b> |                                 |                    |
|---------------------------|---------------------------------|--------------------|
| <b>Classification</b>     | <b>Title</b>                    | <b>Hourly Rate</b> |
| AA1                       | Administrative                  | \$88.00            |
| AA2                       | Senior Administrative           | \$124.00           |
| E0                        | Jr Engineer / Jr Field Engineer | \$124.00           |
| E1                        | Staff Engineer                  | \$156.00           |
| E1A                       | Staff Engineer II               | \$175.00           |
| E2                        | Associate Engineer              | \$191.00           |
| E2A                       | Associate Engineer II           | \$203.00           |
| E3                        | Project Engineer                | \$215.00           |
| E3A                       | Project Engineer II             | \$230.00           |
| E4                        | Senior Project Engineer         | \$249.00           |
| E4A                       | Senior Project Engineer II      | \$268.00           |
| E5                        | Principal Engineer              | \$289.00           |
| E5A                       | Principal Engineer II           | \$311.00           |
| P                         | Programmer                      | \$170.00           |

- Notes:
1. A markup of 10% will be applied to all project related Direct Costs and Expenses.
  2. An additional premium of 25% will be added to the above rates for Expert Witness and Testimony Services.
  3. These rates are effective through December 31, 2026. A 3% mark-up will be added for any services performed in each year thereafter.

The total budget for each task will be as follows:

| <b>Subtask</b> | <b>Title</b>                                         | <b>Budget</b> |
|----------------|------------------------------------------------------|---------------|
| <b>1</b>       | Document Water Meter Database Back-End and Front-End | \$17,776      |
| <b>2</b>       | Miscellaneous As-Needed Services                     | \$32,047      |

*Note: Budget may be shifted between tasks as needed, fee estimate by task is for fee estimating purposes only.*

**Attachments**

Water Works Engineers Fee Basis Work Plan spreadsheet is attached as reference to the Scope of Services described herein.



|             |                               |
|-------------|-------------------------------|
| Client      | City of Folsom                |
| Project     | Folsom WMDB As-Needed Support |
| Prepared by | Joe Ziemann                   |
| Date        | 2/23/2026                     |



| Classification | Title |
|----------------|-------|
|----------------|-------|

|     |                            |       |
|-----|----------------------------|-------|
| AA2 | Administrative Assist.     | \$124 |
| E4A | Senior Project Engineer II | \$268 |

*Rob Talavera*

| Classification | Title      | Hourly Rate |
|----------------|------------|-------------|
| P              | Programmer | \$170       |

|     |         |         |
|-----|---------|---------|
| 10% | \$1,020 | \$2,276 |
|-----|---------|---------|

|    |                |
|----|----------------|
| 3% | Included Above |
|----|----------------|

|    |          |     |          |
|----|----------|-----|----------|
| 85 | \$17,776 | 157 | \$32,047 |
|----|----------|-----|----------|

|               |                 |
|---------------|-----------------|
| Project Total |                 |
| Hours<br>242  | Fee<br>\$49,823 |

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to facilitate double-sided printing  
and minimize paper use.*



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE