

# VILLAGE OF HOMEWOOD



**BOARD AGENDA MEMORANDUM**

**DATE OF MEETING: June 11, 2024**

---

**To:** Village President and Board of Trustees

**Through:** Napoleon Haney, Village Manager

**From:** John Schaefer, Director of Public Works

**Topic:** Budget Amendment – Commercial Water meter replacement

## **PURPOSE**

Staff is requesting that the Village Board approve a budget amendment to purchase and replace a number of commercial water meter “heads” that operate and control Homewood’s commercial Sensus water meters 1½” and larger. These older Sensus meter heads need to be replaced because the existing batteries used in the meters are beyond their 10-year lifespan and are no longer able to communicate with Village’s remote reading tower, via radio frequency. This budget amendment requires Board approval.

## **PROCESS**

Homewood uses Sensus meters which utilizes a “mesh” network that reads all meters remotely. The “meter head” is the critical component of the water meter that transmits water usage information to the towers. The meter head is considered the “brains” of the water meter. The transmitter in the meter head is fitted with a *permanently installed* battery that typically last up to 10 years, requiring the entire head or “brains” of the meter to be replaced. These commercial Sensus meters have been deployed in the field for 10 years, and the batteries have failed. There are roughly 140 installed commercial Sensus meters with heads that are malfunctioning and failing to provide accurate water usage readings. As a result of this component failure, Public Works staff must visit these commercial sites in person to collect readings, otherwise the water billing clerk must estimate the water bill for these locations. This “manual” and antiquated process of meter reading is inefficient and the “estimating” process will oftentimes inaccurately reflect the commercial customer's actual water consumption.

The budget amendment will providing funding to cover the cost to replace commercial meters that range in size from 1 ½ inch to 10 inch. Despite the size difference, the meters heads are all the same and priced at \$390.00 per head. By purchasing the 140 meter heads, Public Works will be able to replace the existing failed meters and they expect to have a small inventory remaining to replace commercial meter heads that may malfunction in the near future.

# VILLAGE OF HOMEWOOD



## *Meter Standardization | Sole Source Provision*

Homewood standardized its water meters and uses only Sensus meters. The only regional supplier of Sensus meters is Core & Main LP of St. Louis, MO. Staff is requesting that the Village Board waive competitive bidding due to (1) our standardization of equipment and (2) Core & Main LP being the sole regional distributor of Sensus meters.

## **OUTCOME**

Approval of this budget amendment will allow Public Works to replace failed commercial water meter heads to ensure accurate billing for water usage.

## **FINANCIAL IMPACT**

- **Funding Source:** Water & Sewer Fund
- **Budgeted Amount:** \$10,000
- **Budget Amendment Amount:** \$55,000



## **LEGAL REVIEW**

Not Required

## **RECOMMENDED BOARD ACTION**

Waive competitive bidding due to equipment standardization and sole source provision; and, approve a budget amendment of \$55,000 to the Water & Sewer Fund for the purchase of 140 commercial water meter heads from Core & Main LP of St. Louis, MO at the per unit price of \$390.

## **ATTACHMENT(S)**

None