



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 08/27/2024

**REQUESTER:** Nathan Madenwald, P.E., Utilities Engineer

**PRESENTER:** Nathan Madenwald, P.E., Utilities Engineer

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT THREE TO CONTRACT K-1718-79: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ADVANCED UTILITIES SYSTEMS, A DIVISION OF N. HARRIS CORPORATION, INCREASING THE CONTRACT AMOUNT BY \$76,500 FOR A REVISED CONTRACT AMOUNT OF \$1,606,985 TO PROVIDE INTEGRATION SERVICES FOR THE ADVANCED UTILITY BILLING SYSTEM TO FACILITATE THE METER INFRASTRUCTURE PROGRAM AND AUTHORIZING THE TRUSTEES OF THE NORMAN UTILITIES AUTHORITY TO APPROVE THE EXPENDITURE OF FUNDS.

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### **BACKGROUND:**

The City of Norman water system includes approximately 41,000 water meters that measure water usage for water and sewer billing purposes. The majority of the meters (approximately 39,000) are manually read by meter readers (physically remove the meter lid and read the current usage on the register) and 2,000 meters are read using automated meter reading (AMR; remote sensor used to collect data while driving by in a truck). As the number of meters increase, staffing levels would have to proportionally increase to ensure that meters are read timely and accurately. Insufficient staffing levels can result in missed reads or inaccurate reads that impact customer service and billing revenues. Additionally, the majority of the water meters in Norman have aged past their expected useful life and warrant replacement.

The current state of the water industry is such that Advanced Metering Infrastructure (AMI) has become more commonplace and is being implemented by more utilities. With AMI, meters would be read remotely using cellular infrastructure on water towers (or additional towers if necessary) multiple times per day. With this new system, the following benefits will be realized:

1. Meter reads would occur regularly ensuring more accurate billing;
  2. Improved customer service since usage data will be more available to the customer and leak or usage alerts could be configured to notify the customer more timely;
  3. Aged meters will be replaced with new, more accurate meters; and
  4. Staff would no longer be required to read each meter manually and could be used for other work efforts.
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On June 8, 2021, the Norman Utilities Authority (NUA) approved Contract K-2021-75 with ESource. This contract included work to complete the Assessment Phase of the project and confirm that the NUA had a positive business case to implement Advanced Water Meter Infrastructure. This information was presented to the NUA/City Council on September 28, 2021. Amendment No. 1 to the contract was approved on October 26, 2021, to provide consulting services through the procurement phase of the project. Amendment No. 2 to the contract was approved on December 13, 2022, to provide consulting services through the implementation phase of the project

Request for Proposal RFP-2223-13 was issued on August 26 and September 1, 2022 to prospective vendors. Five proposals were received in accordance with RFP-2223-13 and were reviewed by a City evaluation team. Three proposers were short-listed for the project and were interviewed on November 15-17, 2022. Thirkettle Corporation, dba Utiliuse, (Utiliuse) was unanimously selected as the best vendor. Contract K-2324-35 was awarded on April 9, 2024.

Previously, the City of Norman contracted with Advanced Utility Systems via Contract K-1718-79 to implement a new utility billing system for the City of Norman. Subsequent Amendments Nos. 1 and 2 were later approved to provide additional licenses and services to improve the work system/process, respectively.

**DISCUSSION:**

This amendment will be for Advanced to provide services to facilitate the integration of the Advanced Utility System software with other software packages as part of the Meter Infrastructure Program.

Funding for this effort is available in Water Meters Advanced Infrastructure, Construction (Account 31993361-46101; Project WA0351) which has an available balance of \$426,895.38.

**RECOMMENDATION:**

Staff recommends the City of Norman approve Amendment 3 to Contract K-1718-79 with Advanced Utilities Systems, a division of N. Harris Corporation in the amount of \$76,500 for a revised contract amount of \$1,606,985 to provide integration services for the Advanced Utility Billing system for the Meter Infrastructure Program.