



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1415-34 Amd 6

File ID: K-1415-34 Amd 6

Type: Contract

Status: Consent Item

Version: 1

Reference: Item 18

In Control: City Council

Department: Utilities Department

Cost: \$155,000.00

File Created: 08/20/2020

File Name: Flow Metering Contract Renewal

Final Action:

Title: AMENDMENT NO. SIX TO CONTRACT K-1415-34: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND RJN GROUP, INC., IN AN AMOUNT NOT-TO-EXCEED \$155,000 AND EXTENDING THE CONTRACT THROUGH AUGUST 31, 2021, TO PROVIDE ENGINEERING, MAINTENANCE, REPAIR, INSTALLATION AND REPORTING SERVICES ASSOCIATED WITH PERMANENT WASTEWATER FLOW METERING EQUIPMENT AT EIGHTEEN (18) LOCATIONS THROUGHOUT NORMAN.

Notes: ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Amendment No. Six to Contract K-1415-34 with RJN Group, Inc., in an amount not-to-exceed \$155,000 and extending the contract until August 31, 2021; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Agenda Date: 09/22/2020

Agenda Number: 18

Attachments: Amendment No. 6 Contract K-1415-34.pdf

Project Manager: Chris Mattingly, Director of Utilities

Entered by: chris.mattingly@normanok.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File K-1415-34 Amd 6

Body

BACKGROUND: In March 2002, the Norman Utilities Authority (NUA) approved Contract K-0102-50 with RJN Group, Inc. (RJN) which began a program to measure wastewater flows from satellite collection systems. The scope of services included metering equipment selection, installation, calibration, software for data collection and reporting, and a one-year maintenance contract which ended March 31, 2003. The program began with the installation of 10 flow meters at discharge points serving the University of Oklahoma. The contract was

amended several times in subsequent years to authorize continued maintenance, data collection, and reporting.

After five years, a Request for Proposal (RFP) was forwarded to consultants. On August 28, 2007, the NUA approved Contract K-0708-42 to RJN in an annual amount not to exceed \$150,000. Under this contract, unit prices were provided to perform meter maintenance and install a total of 19 meters. Additional meters were installed at discharges from satellite systems such as mobile home parks and apartment complexes to determine if permanent meters were justified at these locations. Additional meters were also installed to determine wastewater flows prior to and following improvements under the Sewer Maintenance Program (SMP). The NUA approved five amendments extending RJN's services through August 27, 2014. Over that time, unit prices for data collection and reporting increased from \$390 to \$437 per meter per month; an average annual increase of 1.6%.

Historically, RJN has been the only qualified firm interested in performing the work and they continue to provide a competitive price due to familiarity with the equipment, software and metering locations. For these reasons, staff requested that RJN provide a new contract to be renewed annually for NUA consideration. The NUA approved Contract K-1415-34 with a "not to exceed" amount of \$228,414 based on a continued maintenance, data collection and reporting for a total of 18 meters for 12 months plus purchase and installation of 9 new meters. The eighteen (18) metering installations include nine meters for OU billing purposes, seven meters to measure dry and wet weather flow data from interceptors entering the Water Reclamation Facility (WRF) and two additional meters for sewer rehabilitation evaluation under the Sewer Maintenance Plan (SMP). This contract has been amended five times extending the monitoring period through August 31, 2020.

The existing metering equipment at each of nine OU monitoring locations were originally installed in 2002 and were replaced in 2016 to ensure collection of accurate flow data for billing purposes. The WRF interceptor meters were originally installed in 2010; six of these meters were replaced as part of Amendment No. 5.

DISCUSSION: The OU wastewater metering program generated \$903,290 in revenue for the 12 months ending in July 2017. Amendment No. 6 to Contract K-1415-34 with RJN Group, Inc. will extend flow-monitoring services through August 31, 2021 for the 18 existing meters. The unit rate will increase from \$550/meter/month to \$580/meter/month. Three new rain gauges will be installed as part of this amendment. Should meters need repair, the labor price will increase from \$120/hour to \$150/hour as part of this amendment. The breakdown of unit costs for purchase and installation, engineering and maintenance to perform flow-monitoring services are detailed in Attachment C to the amendment. As noted in Attachment C, the estimated amount for the next 12-month period is \$155,000.

The Fiscal Year Ending (FYE21) budget included new funding of \$155,000 in (Account Org 32955252, Object 44099), Water Reclamation Fund, Professional Services. This is sufficient to cover the proposed not-to exceed amount of \$155,000.

RECOMMENDATION: Staff recommends approval of Amendment No. 6 to Contract

K-1415-34 with RJN Group, Inc. in an amount not to exceed \$155,000.