


**ENGINEERING AND INFORMATION TECHNOLOGY  
COMMITTEE MEETING SUMMARY MINUTES**

**Wednesday, January 15, 2020**

**4:15 p.m.**

**ATTENDANCE**

Director: Aziz Akbari (Chair) 

Staff: Robert Shaver, Ed Stevenson, Rekha Ippagunta, Juni Rotter, Ben Egger, Sean O'Reilly

Public: Matt Owens, representing West Monroe Partners, a business and technology consulting firm offering services related to the planning and implementation of Advanced Metering Infrastructure

**DISCUSSION TOPICS**

1. Update on Advanced Metering Infrastructure Project: Ben Egger, Project Engineering Supervisor, provided a brief update on the project schedule and status of the ongoing procurement process for the Advanced Metering Infrastructure (AMI) deployment contract and AMI customer portal software procurement to be implemented with the AMI Project.

The AMI deployment Request for Proposals (RFP) advertised on July 31, 2019, and four proposals were received on September 30, 2019. A comprehensive and detailed evaluation process, which includes technical evaluations of the proposed solutions, proposer interviews, and financial evaluations, as detailed in the RFP, is ongoing and currently being conducted by staff on the evaluation team, which includes key internal stakeholders from each department.

The AMI customer portal will provide a customer-facing self-service online portal that allows customers to access their consumption information and a multitude of customer service enhancements made possible by AMI. The customer portal will be fully integrated to existing online customer services and tools, including access to account information, billing and payment, and provide a consistent customer experience. The AMI customer portal RFP was advertised on October 7, 2019, and six proposals were received on October 31, 2019. A comprehensive and detailed evaluation process, which includes technical evaluations of the proposed solutions, proposer interviews, and financial evaluations, as detailed in the RFP, is ongoing and currently being conducted by staff on the evaluation team, which includes key internal stakeholders from each department.

Integral to the success of the project is the integration between the District's existing Cayenta Customer Information System (CIS) and the new AMI and customer portal systems. The Board previously awarded professional services to Cayenta for configuration changes and integration development. Mr. Egger updated the Committee that the timeline for the integration work required, including the Cayenta integrations, will take on the order of 9 months, extending the AMI Proof of Concept (PoC) deployment timeline out by up to 6 months. A handout summarizing the updated schedule was provided to the committee (see attached).

Mr. Egger reiterated that staff continues to plan to recommend that the Board award the entire AMI deployment contract (Project start-up, PoC, and full deployment), which includes an available off-ramp following the PoC phase in the event the system does not meet requirements, at the February 2020 Board meeting for this award recommendation. Additionally, staff will be recommending the AMI Customer Portal contract, an amendment for continued professional services support to EMA Inc., and various reimbursement resolutions necessary to support potential future State Revolving Fund (SRF) funding and bond funding for project expenditures. Because of the interrelationships between all of these contracts and project elements, staff plans to bring a comprehensive set of recommendations related to all of these contracts to the Board concurrently. Therefore, the timing of staff's recommendation to the Board is contingent on a number of factors, and the February timeframe may change.

Staff responded to questions from Director Akbari. Director Akbari indicated that should the AMI project not be ready for the regular February Board meeting, that he would support a special Board meeting on the topic if needed.

2. Update on Main Renewal Program: Rekha Ippagunta, Project Engineering Manager, provided a status update on the main renewal program focusing on projects slated to be in construction in 2020. Additionally, Ms. Ippagunta indicated that the staff has identified and prioritized approximately 10 miles of at-risk pipelines across the cities of Fremont, Union City, and Newark. The design of these pipeline renewals is underway. These infrastructure improvement projects are important to provide reliable distribution system and enhance water supply and seismic reliability to our customers.

Ms. Ippagunta provided an update on Alvarado Niles Pipeline Seismic Improvement and Main Renewal – Souza Avenue and Concord Street projects with a total mileage of approximately 2.5 miles that are expected to be in construction this spring. The design of these projects was completed and the projects were advertised for soliciting competitive bids. Ms. Ippagunta discussed the traffic and service impacts and the mitigation measures that the District would implement to minimize impacts to residents and businesses. The District is coordinating with the cities of Union City and Newark where the projects are located and considering several means for public outreach, including sending project letters to all residents and businesses, after-hour presentations, delivering door hangers to inform the customers regarding necessary service interruptions, and separate meetings with the impacted businesses.

Staff responded to questions from Director Akbari.

3. Update on New Developments: Sean O'Reilly, Development Services Engineer, and Juni Rotter, Development Services Manager, provided a summary of the development activity in the District's service area, including existing projects actively in design or construction within the Newark Dumbarton Transit-Oriented Development (TOD) Area (1,600+ units) in Newark and Warm Springs TOD Area (3,900+ units) in Fremont.

Mr. O'Reilly also discussed ongoing agency coordination between the District, Ohlone College, the City of Newark, and the Alameda County Flood Control and Water Conservation District (ACFC&WCD) regarding property rights to support each agency's ongoing and planned projects in the vicinity of the Ohlone College Newark campus. Staff have been engaged in planning related to extensions of the District's water distribution system in the area, as well as the potential future use of the District's existing Site A Aquifer Reclamation (ARP) Well as a potential future supply source for the Newark Desalination Facility. ACFC&WCD has proposed a flood control channel widening project near Ohlone College's Newark Campus, and Ohlone College is interested in clearing existing easements and other encumbrances and providing for future water service connections to support the Ohlone College Newark Campus Master Plan. New easements will be acquired and modifications to existing easements, including the quitclaim of a portion of an existing easement no longer necessary, would be made to accommodate the proposed projects. The District plans on utilizing an existing contract with a licensed land surveyor to develop the necessary plats and legal descriptions for the easements and quitclaim. Mr. O'Reilly also discussed the District's strategy for water main extensions to serve future District customers at the Sanctuary West development, which would also benefit from the new easements to be acquired.

Staff responded to questions from Director Akbari.

4. Review of Surplus District Properties: This topic was removed from the agenda as no new information was available at the time of the meeting.
5. Public Comments: Mr. Owens indicated that he was interested in the District's AMI project as his firm provides consulting services in support of the planning and implementation of AMI projects.

### **RECOMMENDATIONS**

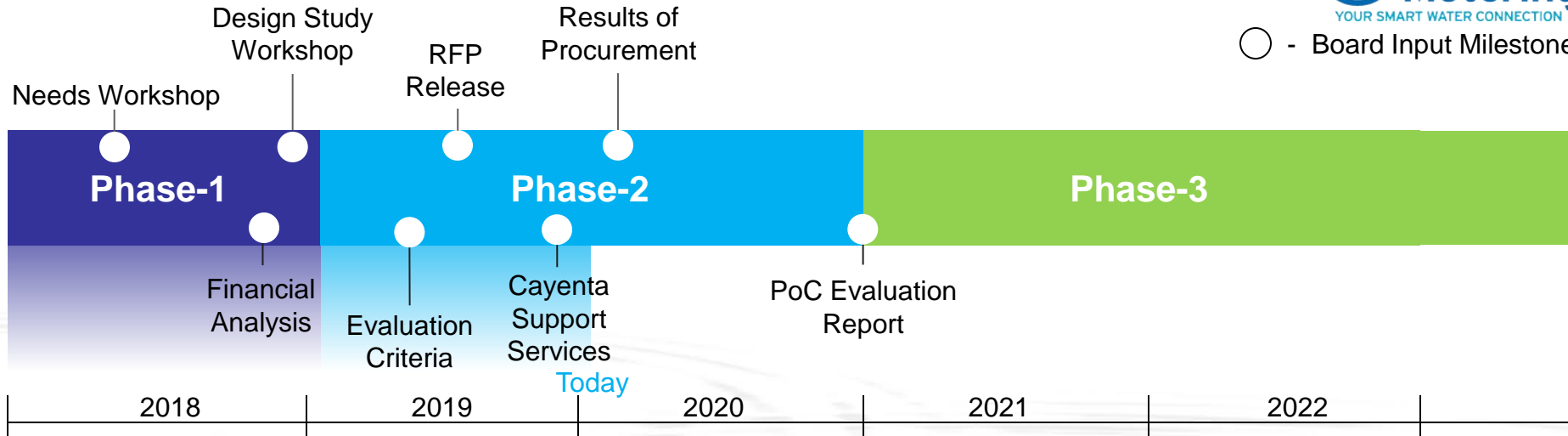
Topics discussed by the Committee were informational only, and no recommendations are being made.



# AMI Project Timeline Update



○ - Board Input Milestones



Feasibility, Planning & Design Review

CEQA

Procurement & Vendor Selection

PoC Deployment

Full Deployment

Public Outreach

Business Process Re-engineering



# AMI Deployment Timeline



Procurement  
Results

PoC Evaluation  
Report



Today

○ - Board Input Milestones

