



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 6/9/2020

To: Board of Directors, Sonoma County Water Agency
Department or Agency Name(s): Sonoma County Water Agency
Staff Name and Phone Number: Dale Roberts / (707) 547-1979
Vote Requirement: Majority
Supervisory District(s): Countywide

Title:

As-Needed Operations and Maintenance of Power Meters and Monitoring Systems

Recommended Action:

Authorize Sonoma County Water Agency's General Manager to execute the First Amended Agreement for As-Needed Operations and Maintenance of Power Meters and Monitoring Systems with Trimark Associates, Inc., to monitor and maintain electric power meters used exclusively for Power and Water Resources Pooling Authority power accounts. The amended agreement extends the agreement term by two years at no additional cost, for a new end date of June 30, 2022.

Executive Summary:

Sonoma County Water Agency (Sonoma Water) purchases most of its electrical power from the Power and Water Resources Pooling Authority (PWRPA). PWRPA measures Sonoma Water's and other Project Participants' power consumption through utility certified meters and monitoring systems at each power account. Sonoma Water and all other PWRPA participants contract individually with Trimark Associates, Inc. (Service Provider) to monitor and maintain each power account. Sonoma Water occasionally needs to perform maintenance on these utility meters. The amount of maintenance needed on the meters thus far in the contractual agreement has been minimal. Amending the agreement with an additional two years would allow Sonoma Water to more cost effectively monitor and maintain the power meters should any meters need maintenance.

Discussion:

HISTORY OF ITEM/BACKGROUND

Sonoma Water purchases most of its electrical power from the Power and Water Resources Pooling Authority (PWRPA). PWRPA measures Sonoma Water's and other Project Participants' power consumption through meters and monitoring systems at each power account. Historically, PWRPA contracted directly with Trimark Associates, Inc. (Service Provider) to monitor the meters and maintain each power account; to accomplish this, PWRPA Project Participants would coordinate the work and then invoice PWRPA. This system was inefficient and not cost effective; thus, at the November PWRPA Board meeting in 2016, the PWRPA Project Participants unanimously agreed to contract directly with Service Provider. Following this, Project Participants entered into individual agreements with Service Provider.

Sonoma Water and Service Provider entered into an agreement for as-needed operations and maintenance of power meters and monitoring systems, dated September 30, 2017, in the amount of \$45,000. Sonoma Water

occasionally needs to perform maintenance on these utility meters. The amount of maintenance needed on the meters thus far in the contractual agreement has been minimal. Amending the agreement with an additional two years would allow Sonoma Water to more cost effectively monitor and maintain the power meters should any meters need maintenance.

SERVICES TO BE PERFORMED

Under the proposed amended agreement, Service Provider will continue to monitor Sonoma Water's PWRPA power meters and maintain its account.

The proposed amended agreement adds an additional two years to the term for a new term end date of June 30, 2022. Board approval is necessary for the extension because the revised term will exceed the maximum three-year limit on agreements signed by Department Heads.

The agreement includes two options for Sonoma Water to extend this agreement for a period of one year each by providing written notice to Consultant thirty days in advance of the expiration date of the agreement and of the first extension option.

Prior Board Actions:

None

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

There is no fiscal impact associated with this item.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Agenda Date: 6/9/2020

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Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Amended Agreement with Trimark Associates, Inc.

Related Items “On File” with the Clerk of the Board:

None