



City of Boynton Beach Agenda Item Request Form

Meeting Date: 05/ 7/2024

Proposed Resolution No. R24-106- Approve and authorize the City Manager to sign an Amendment to the Amended and Restated Advanced Metering Infrastructure (AMI) with Sensus USA for meter and equipment purchase and labor services for installing water meters. The annual contract cost is negotiated to be increased to \$1,500,000. This amendment authorizes the City Manager to sign any ancillary document necessary to implement the amendment.

Requested Action: Staff recommends approval of Proposed Resolution No. R24-106.

Explanation of Request:

On November 7, 2017, the Commission approved a five-year (5) year renewal agreement with Sensus USA for Advance Metering Infrastructure (AMI), which has an additional automatic 5-year renewal. This agreement guarantees superior service level metrics for accurate and timely meter reads for the City's water meter population. The agreement also allows the City to purchase new meters and meter components from Sensus to add and replace any necessary equipment when and as needed.

The City completed a meter change out to include AMI in 2014 and has been using Advance Metering Infrastructure entirely across the utility service area.

This hosted system is maintained by Sensus and follows the service level agreement contract metrics. The existing agreement provides for technical support, equipment, and warranties and maintains efficiency standards in meter reading.

This amendment, while adding labor costs to replace 15,000 water meters that have reached end of life, also guarantees the same labor and equipment prices for the next five years. It's important to note that the current contract allows the software and hosting costs to increase by 3% on an annual basis, which should be factored into our budget planning.

How will this affect city programs or services?

The existing AMI system ensures timely reading of meters and allows for timely billing of services that provides revenues for continued Utility operations.

Fiscal Impact: Budgeted

Attachments:

[R24-106 Agenda_Item_1483-2023_Resolution_for_Sensus_Amendment__R1_.docx](#)

[Exhibit A - Boynton Beach_Sensus First Amendment_3.25.2024.docx](#)

[R17-110.pdf](#)

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RESOLUTION NO. R24-106

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF BOYNTON BEACH, FLORIDA, APPROVING THE FIRST AMENDMENT TO THE AMENDED AND RESTATED ADVANCED METERING INFRASTRUCTURE AGREEMENT WITH SENSUS USA, INC., FOR METER AND METER READING SERVICES; PROVIDING AN EFFECTIVE DATE; AND FOR ALL OTHER PURPOSES.

WHEREAS, on November 7, 2017, the City Commission approved Resolution No. R17-110 approving an Amended and Restated Advanced Metering Infrastructure Agreement between the City and Sensus USA, Inc., for maintenance of the standardized meter reading equipment, for a five-year term with an automatic 5-year renewal; and

WHEREAS, the City Commission of the City of Boynton Beach, Florida, deems it to be in the best interests of the citizens and residents of the City of Boynton to approve the First Amendment to the Amended and Restated Advanced Metering Infrastructure Agreement with Sensus USA, Inc., for meter and meter reading services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BOYNTON BEACH, FLORIDA, THAT:

SECTION 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution upon adoption hereof.

SECTION 2. The City Commission hereby approves the First Amendment to the Amended and Restated Advanced Metering Infrastructure Agreement with Sensus USA, Inc., for meter and meter reading services, in form and substance similar to that attached as "**Exhibit A,**" and authorizes the City Manager to execute the Amendment, and any ancillary document necessary to implement the Amendment.

SECTION 3. The fully executed Amendment shall be retained by the City Clerk as a public record of the City, and a copy shall be provided to Waneya Bryant to forward to Sensus USA, Inc.

SECTION 4. This Resolution shall take effect as provided by law.

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PASSED AND ADOPTED this 7th day of May 2024.

CITY OF BOYNTON BEACH, FLORIDA

YES NO

Mayor – Ty Penserga

☒ ☐

Vice Mayor – Aimee Kelley

☒ ☐

Commissioner – Angela Cruz

☒ ☐

Commissioner – Woodrow L. Hay

☒ ☐

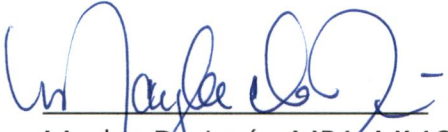
Commissioner – Thomas Turkin

☒ ☐

VOTE

50

ATTEST:

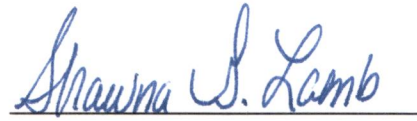

Maylee De Jesús, MPA, MMC
City Clerk


Ty Penserga
Mayor



(Corporate Seal)

APPROVED AS TO FORM:


Shawna G. Lamb
City Attorney

FIRST AMENDMENT TO THE
AMENDED AND RESTATED ADVANCED METERING INFRASTRUCTURE (AMI) AGREEMENT
("First Amendment")

This First Amendment is made this 7th day of May, 2024 ("Amendment Effective Date"), by and between Sensus USA Inc., a corporation of the State of Delaware with offices at 637 Davis Drive, Morrisville, North Carolina 27560 ("Sensus"), and City of Boynton Beach, a city formed in the State of Florida, ("Customer").

WHEREAS, Sensus and Customer entered into an Amended and Restated Advanced Metering Infrastructure (AMI) Agreement on December 5, 2017 ("Agreement"); and

WHEREAS, the parties desire to amend the Agreement according to the terms and conditions in this First Amendment.

NOW THEREFORE, in consideration of the mutual covenants, terms, and conditions set forth in this First Amendment, the parties hereto mutually covenant and agree to amend the Agreement as follows:

1. **Defined Terms.** Any terms used in this First Amendment as defined terms, and which are not defined herein, shall have the meanings given to those terms in the Agreement.
2. **Term.** The paragraph directly above the signature blocks on the first page of the Agreement outlining the Term of the Agreement is amended and replaced in its entirety with the following:

The Agreement shall commence on the Effective Date, which is the date of the last signature below, and continue for five (5) years ("Initial Term"). At the end of the Initial Term, this Agreement shall automatically renew for a maximum of three (3) additional terms of five (5) years each ("Renewal Term"). The "Term" shall refer to both the Initial Term any Renewal Term.

3. **Pricing.** Exhibit C of the Agreement is hereby replaced in its entirety with Exhibit C attached hereto. Pricing Terms remain the same. Equipment shall be ordered by Customer on an as-needed basis by issuing purchase orders. The pricing in Exhibit C represents one-time Equipment purchase prices with contractual not-to-exceed quantities. In addition to the Exhibit C pricing, Sensus will invoice Customer on an annual basis for all SaaS services ordered by Customer and approved in Customer's annual budget.
4. **Scope of Work.** Exhibit D of the Agreement is hereby replaced in its entirety with Exhibit D attached hereto.
5. **Additional Terms.** Commencing on the Amendment Effective Date, the following new sections are added to the Agreement:

5.1 **Sovereign Immunity.** Except to the extent sovereign immunity may be deemed waived by entering into this Agreement, nothing herein is intended to serve as a waiver of sovereign immunity by Customer nor shall anything included herein be construed as consent by Customer to be sued by third parties in any matter arising out of this Agreement.

5.2 **Discriminatory Contractor and Scrutinized Companies Lists; Countries of Concern.** Sensus represents that it has not been placed on the "discriminatory vendor list" as provided in Section 287.134, Florida Statutes, and that it is not a "scrutinized company" pursuant to Sections 215.473 or 215.4725, Florida Statutes. Sensus represents and certifies that it is not, and for the duration of the Term will not be, ineligible to contract with Customer on any of the grounds stated in Section 287.135, Florida Statutes. Sensus represents that it is, and for the duration of the Term will remain, in compliance with Section 286.101, Florida Statutes.

5.3 **Verification of Employment Eligibility.** Sensus represents that Sensus and each subcontractor have registered with and use the E-Verify system maintained by the United States Department of Homeland Security to verify the work authorization status of all newly hired employees in compliance with the requirements of Section 448.095, Florida Statutes, and that entry into this Agreement will not violate that statute. If Sensus violates this section, Customer may immediately terminate this Agreement for cause and Sensus shall be liable for all costs incurred by Customer due to the termination.

- 5.4 **Public Entity Crimes Act.** Sensus represents that it is familiar with the requirements and prohibitions under the Public Entity Crime Act, Section 287.133, Florida Statutes, and represents that its entry into this Agreement will not violate that Act. Sensus further represents that there has been no determination that it committed a "public entity crime" as defined by Section 287.133, Florida Statutes, and that it has not been formally charged with committing an act defined as a "public entity crime" regardless of the amount of money involved or whether Sensus has been placed on the convicted vendor list.
6. **Entire Agreement.** The Agreement, as amended by this First Amendment, constitutes and contains the entire understanding and agreement of the parties. To the extent that the provisions of this First Amendment are inconsistent with the Agreement, the terms of this First Amendment shall control. Except as expressly amended or modified in this First Agreement, all other terms and conditions of the Agreement shall remain in full force and effect and this First Amendment shall be binding upon the parties.
7. **Counterparts.** This First Amendment may be executed in multiple originals, and may be executed in counterparts, whether signed physically or electronically, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be signed by their respective officers, authorized as of the day and year written above.

SENSUS USA, INC.

By: [Signature]
F4E3CE44E43A4A8...

Name: Mark Newton

Title: VP – Smart Metering

Date: 5/7/2024

CITY OF BOYNTON BEACH

By: [Signature]

Name: Daniel Duggan

Title: City Manager

Date: May 7, 2024



CITY ATTORNEY'S OFFICE
Approved as to form and legality

By: [Signature]
Stacey R. Weinger,
Deputy City Attorney

Exhibit C Pricing

iPERL & Endpoint w/ Installation			
	Quantity	Unit Cost	Extended Cost
5/8x3/4" iPERL, Single Port Endpoint, &	10,480	\$229.08	\$ 2,400,758.40
5/8x3/4" iPERL out of warranty	11,624	\$245.00	\$ 2,847,880.00
1" iPERL, Single Port Endpoint, & Installation	4,064	\$274.55	\$ 1,115,771.20

Assumptions

Pricing is valid from the Effective Date of the First Amendment.

Year 4 and Year 5 prices are subject to increase based on Producer Price Index (PPI)

This proposal is procurement the iPERL meter, Sensus endpoint, and installation of new devices

Installation includes data exchange file with Boynton Beach's CIS system

Installation includes deactivation existing endpoint and reactivation with new endpoint

Installation includes collection of final read and new read with photo documentation

Installation does not include plumbing, meter box or lid replacement, nor raising or lower existing meter set (Pricing can be provided seperately)

Description	Quantity	UOM	Unit Price (\$)	Install Unit \$	Gate Valve Install Only Cost (\$)	Extended Price (Install and Meters)
3 OMNI+C2 Full Meter and Endpoint	33	EA	\$ 1,626.94	\$ 770.00	\$ 440.00	\$ 79,099.02
3" OMNI C2 Measuring Chamber and Endpoint	6	EA	\$ 1,221.70	\$ 660.00	\$ 440.00	\$ 11,290.20
4 OMNI+C2 Full Meter and Endpoint	18	EA	\$ 2,755.74	\$ 990.00	\$ 660.00	\$ 67,423.32
4" OMNI C2 Measuring Chamber and Endpoint	7	EA	\$ 1,237.36	\$ 770.00	\$ 660.00	\$ 14,051.52
6 OMNI+C2 Full Meter and Endpoint	16	EA	\$ 4,690.82	\$ 2,090.00	\$ 880.00	\$ 108,493.12
6" OMNI C2 Measuring Chamber and Endpoint	11	EA	\$ 2,284.79	\$ 990.00	\$ 880.00	\$ 36,022.69
6" OMNI F2 Measuring Chamber and Endpoint	1	EA	\$ 2,284.79	\$ 990.00	\$ 880.00	\$ 3,274.79
8" OMNI+C2 Full Meter and Endpoint	7	EA	\$ 7,519.20	\$ 2,750.00	\$ 990.00	\$ 71,884.40
8" OMNI C2 Measuring Chamber and Endpoint	0	EA	\$ 2,432.63	\$ 1,100.00	\$ 990.00	\$ -
10" OMNI+ C2 Full Meter and Endpoint	6	EA	\$ 9,674.60	\$ 3,630.00	\$ 1,100.00	\$ 79,827.60
10" OMNI+ C2 Measuring Chamber and Endpoint	0	EA	\$ 2,432.63	\$ 1,100.00	\$ 1,100.00	\$ -
12" Prop Meter MMP Insert and Endpoint	2	EA	\$ 3,165.86	\$ 4,400.00	\$ 1,375.00	\$ 15,131.72
14" Prop Meter MMP Insert and Endpoint	1	EA	\$ 3,570.86	\$ 4,400.00	\$ 1,375.00	\$ 7,970.86
			Total Subtotal Quote (\$)			\$ 494,469.24

Confined Space	1	EA	\$ 550.00	per site
T&M Rate	1	EA	\$ 440.00	per hour rate

Assumptions

Pricing is valid for for 2 years from the Effective Date of the First Amendment.

This proposal is procurement the OMNI meter and Sensus endpoint. **Note installation costs to be provided seperately**

Installation includes data exchange file with Boynton Beach's CIS system

Installation includes deactivation existing endpoint and reactivation with new endpoint

Installation includes collection of final read and new read with photo documentation

Installation does not include plumbing, meter vault or lid replacement, nor raising or lower existing meter set (Pricing to refer to T&M Rate).

Gate Valve pricing is Labor Only. Gate Valves products to procured by Boynton Beach.



CITY OF BOYNTON BEACH, FL

SCOPE OF WORK

1/8/2024

Any changes to the scope or the requirements of this Project will be processed according to the change management process, which can be found in Appendix A.



1. DOCUMENT OVERVIEW

1.1 CONTRACT

This Scope of Work (“SOW”) will become part of the Contract Terms & Conditions, inclusive of all Amendments, for Equipment and Installation Services (“Contract”) between Sensus and the City of Boynton Beach project.

1.2 DESCRIPTION

This document is intended to set forth the Project Services requirements required to update the meter population within the FlexNet AMI System in accordance with the Contract. The document defines the tasks, responsibilities, and deliverables of Sensus to support this effort of updating of the meter population.

1.3 DEFINITIONS

Term	Definition
CIS	Customer information system.
Deployment Phase	The period meters purchased under this Contract are installed within the Boynton Beach service territory.
End Point (s)	Meter (s) or SmartPoint (s) provided under this Contract
Project	The planned program in relation to the Project Services more specifically set out in this Statement of Work.
Project Definition Document (PDD)	The Project document defining Project framework, roles and responsibilities, Project processes and a detailed Project plan.
Project Team	VEPO and SENSUS personnel assigned to the Project and responsible for deliverables as defined herein. Each party will assign their own project manager (“Project Manager”) as part of this Project Team.
Routes	A set of meters grouped together for manual meter reading operations.
Return to Utility (RTU)	An account in which all meter access commitments were met or an account in which the service or other conditions prohibits the installation of an end point and the condition is not resolved before INSTALLER saturates the route which contains the end point.
Work Breakdown Schedule (“WBS”) and Project Schedule	The Project task list and Project schedule timeframes created to manage the Project activities.
Work Order System	The work order system utilized by VEPO to install end points.

1.4 INVOICING

Sensus will include the installation of new equipment within the cost of the equipment shipments. If there is any dispute regarding amounts owed, Sensus and Boynton Beach will work in good faith to resolve them. If no objection is made within ten (10) business days, the invoiced amounts will be deemed accepted by Sensus. Sensus shall pay undisputed invoiced fees within forty-five (45) days after receipt of invoice.

Sensus will schedule a monthly reoccurring meeting the first business day of the month with the Sensus Project Manager to review invoicing. If there are any questions, Sensus will work to resolve problems with invoicing.



2. PROJECT OVERVIEW

Sensus will work in accordance with the contract to complete the following objectives

- Water Meter (5/8x3/4 to 1") and Smartpoint removal and replacement: **26,168** iPerl meters with the highest level of attention paid to quality, schedule, and customer satisfaction. This portion of the project should be completed within 36 months after starting meter changes.
- Water Meter (3-10") and Smartpoint removal and replacement: **63** OMNI C2 meters with the highest level of attention paid to quality, schedule, and customer satisfaction. This portion of the project should be completed within 6 months after starting meter changes. Valve, confined space, and site work may be needed accordingly and will be priced separately.
- Water Meter Chamber (3-10") and Smartpoint removal and replacement: **25** OMNI C2 meter chambers with the highest level of attention paid to quality, schedule, and customer satisfaction. This portion of the project should be completed within 6 months after starting meter changes. Valve, confined space, and site work may be needed accordingly and will be priced separately.

Sensus and subcontractor will prepare a comprehensive project plan to include all tasks and milestones. If any party wishes to change the project's scope, the Change Form (Appendix A) will be used to begin the change control process.



Tentative Project Schedule

Boynton Beach					
ID	Task Name	Duration	Start	Finish	Preced
0	Boynton Beach	1244 days	Mon 4/1/24	Thu 1/4/29	
1	Contract phase	0 days	Mon 4/1/24	Mon 4/1/24	
2	Notice to proceed received from Utility	0 days	Mon 4/1/24	Mon 4/1/24	
3	Receive PO from Utility	0 days	Mon 4/1/24	Mon 4/1/24	2
4	Planning Phase	48 days	Mon 4/1/24	Wed 6/5/24	
5	Project Kick off planning	35 days	Mon 4/1/24	Fri 5/17/24	
6	Schedule Project Kick off meeting	9 days	Mon 4/1/24	Thu 4/11/24	3
7	Project kick off presentation	1 day	Fri 4/12/24	Fri 4/12/24	
13	Preliminary schedule	7 days	Mon 4/1/24	Tue 4/9/24	
16	Acceptance test planning	25 days	Mon 4/15/24	Fri 5/17/24	
21	Order Equipment	48 days	Mon 4/1/24	Wed 6/5/24	
26	Contractor Mobilization	25 days	Mon 4/1/24	Fri 5/3/24	
32	Deployment	1200 days	Tue 4/2/24	Mon 11/6/28	
35	Final System Acceptance Testing (FSAT)	43 days	Tue 11/7/28	Thu 1/4/29	

Page 1

3. PROJECT WORK

WATER METER AND SMARTPOINT INSTALLATION

Project Management and Staffing

Sensus' subcontractor will provide a Project Manager for the duration of the project. Work will be coordinated with all resources required, and weekly updates will be provided. Sensus with phone numbers for after-hours emergencies. Sensus will provide a project manager for up to six months to coordinate the initial implementation.

iPerl Replacements

VEPO METERING will provide the installation equipment, resources, and labor necessary to install the iPerl, OMNI meters, and OMNI meter chambers within the required timeframe with new smartpoints. VEPO METERING will install the following equipment (quantities subject to change if necessary):

- iPerl ¾" Short and 1" ~26,168
- OMNI (3-10" sizes)- 63
- OMNI Meter Chambers (3-10" sizes)- 25
- Meter Gaskets

Data Interchange

- Sensus' subcontractor is responsible for providing installation files to transfer all field data captured by the technicians, electronically to the City of Boynton Beach billing software. No manual data entry by City of Boynton

Warranty Replacement Project - SOW



Beach personnel will be required. All uploaded data fields shall be approved by City of Boynton Beach. The file format for the data file uploaded to the City of Boynton Beach CIS Shall be validated by City of Boynton Beach and tested. After testing is complete, City of Boynton Beach signoff on the format going forward.

- B. Sensus' installation subcontractor shall provide email notifications to the City of Boynton Beach project team indicating when the billing file is ready to be uploaded into the billing system.
- C. All billing file data will be validated by Sensus' subcontractor and confirmed to be correct before notification is sent to City of Boynton Beach. Analysis includes removed meter information, enter meter information, and high / low flow validation.
- D. Sensus' subcontractor is responsible for uploading existing City of Boynton Beach customer file into the project Field Service Software. Sensus team will work with City of Boynton Beach and Sensus to coordinate and prioritize work areas and billing routes to be completed. Adjustments to the work scheduled will be discussed during the regularly scheduled project meetings. Sensus' subcontractor Portal will show the overall project progress in the dashboards shown below in Figure 1. However, the dashboards can be adjusted by City of Boynton Beach, as shown in Figure 2, to reflect the progress of a specific billing route or multiple billing routes. This makes it simple for City of Boynton Beach to track the overall project progress or by individual route.

FIGURE 1

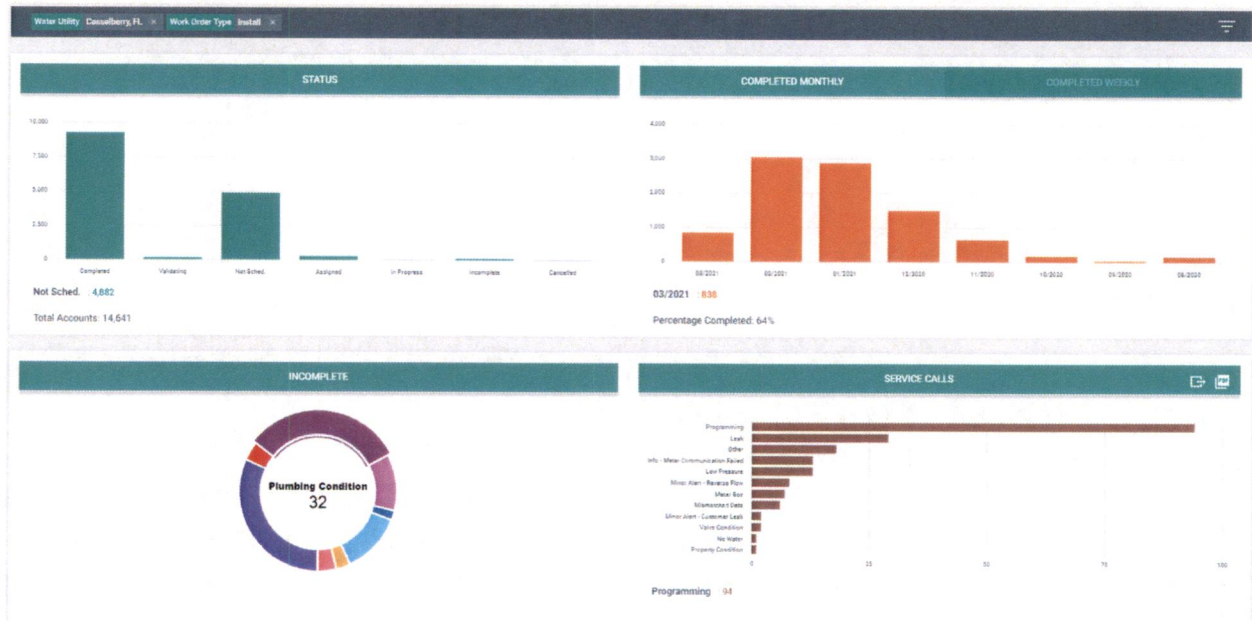
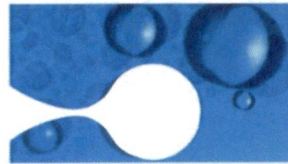
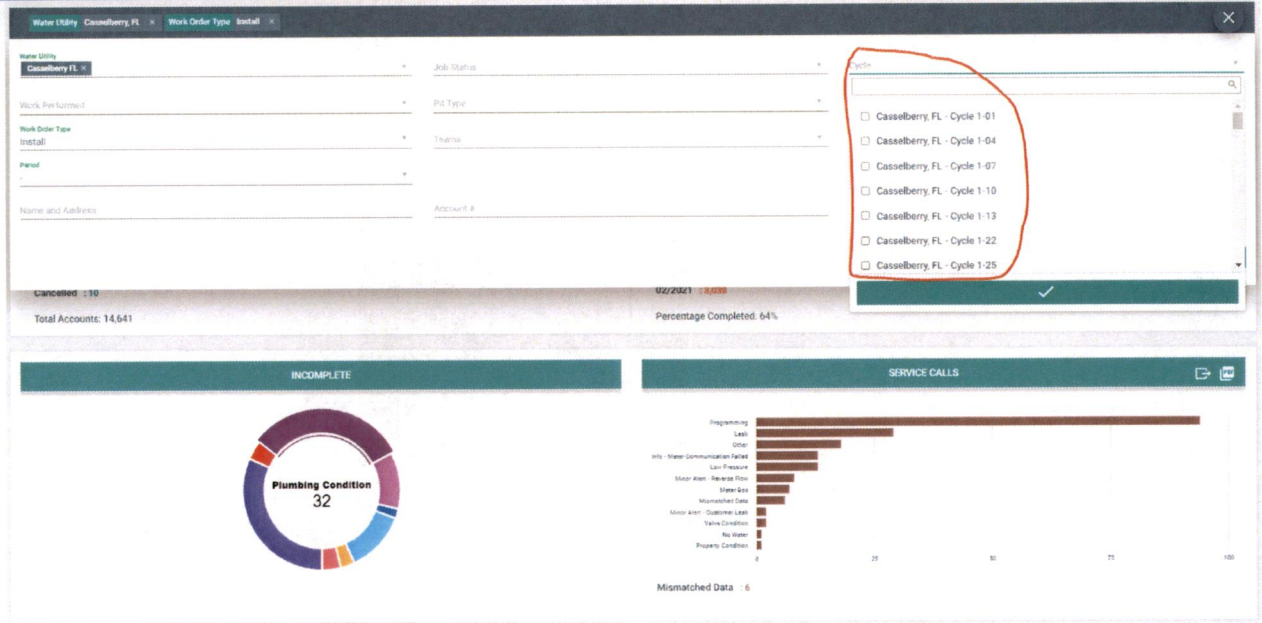


FIGURE 2

Warranty Replacement Project - SOW



LOUDOUN WATER

WATER METER REPLACEMENT PROJECT

NOTICE

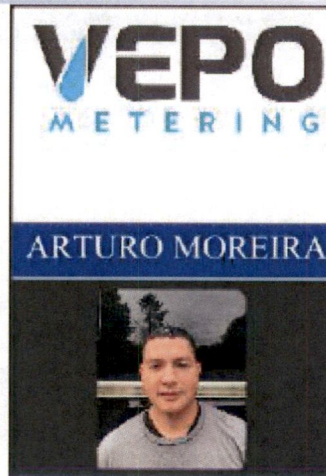
Your new water meter has been installed as part of our planned system-wide upgrade.

Please flush your water lines for one minute before resuming normal water use.

To report any issues, contact - VEPO Metering

877-860-8376





All vehicles used by installation technicians will be logoed and easily identifiable. All technicians will be in company uniform.

- E. Digital Work Orders are generated and displayed on the Utility Portal. All required City of Boynton Beach personnel will be provided access to the digital work orders and Utility Portal. Access permissions can be limited based on the type of user profiles and will be defined by the project teams. . All work orders shall contain the following; existing account information from the City of Boynton Beach customer file, new meter, endpoint data, and before and after pictures. This list can be changed if necessary. Sensus' subcontractor shall also make note of any valve failures, leaks, crock standards, damage frames, trip hazards, and any other relevant meters / site state data.

Inventory Tracking and Staging

- A. Sensus' subcontractor shall provide inventory management through the VPie -Field Service Software in conjunction with the Utility Portal. As stated above, all utility personnel requiring access to the Utility Portal will be set up with the appropriate user profile and provided a username and password to access data. The Utility Portal will be available to the City of Boynton Beach team 24 hours a day, 7 days a week during meter installation work. All data will continue to be available to City of Boynton Beach for a period of 90 days after project completion. Access to the data after 120 days can be provided by VEPO with associated fees.
- B. Sensus' subcontractor will provide a daily CSV export of the installations. The exports will be transferred to an FPT site where City of Boynton Beach will retrieve the files for viewing after 120 days. Sensus and City of Boynton Beach on the file format and frequency.
- C. Boynton Beach will provide a secure location identified in Exhibit D to secure the area.
- D. City of Boynton Beach will provide a security camera that will be viewing the location in Exhibit D for enhanced security.
- 1. Boynton Beach will provide restroom facilities, internet access, and all electricity to complete the project's scope for their installation technicians and project management staff. These facilities will be in a separate location, the space provided for the Connex box storage is not approved for staff day-to-day activities.



- E. City of Boynton Beach will provide a location for parking of vehicles as outlined in Appendix D.
- F. Sensus' subcontractor will provide all necessary equipment for unloading and stacking the inventory in the Connex boxes.
- G. Field Technicians shall use bar code scanning technology to enter meter and radio endpoint data into VPie Software. As meters and endpoints are marked installed through the field technician's mobile app, they shall be deducted from the inventory levels.
- H. The Utility Portal with VPie software shall provide real-time inventory management. The location of all meters being installed during project shall be tracked from storage to technician, and to complete installation. The City of Boynton Beach shall be provided the ability to access this information through the Utility Portal 24/7.
- I. The Utility Portal shall provide a view to the City of Boynton Beach of the product inventory throughout the project. Water meter and endpoint quantities shall be monitored by the Water Utility in real-time through the Utility Portal.
- J. All inventory will be tracked electronically real time and reconciled physically on a monthly basis. The expectation is that when the final inventory reconciliation occurs there will not be a single meter that VEPO cannot account for, installed, or removed. Any missing meters are the sole responsibility of VEPO.
- K. **Data security** - The data in the Utility Portal is secure. The software is built according to OWASP top security risks. Penetration tests are run yearly by 3rd party security firms. All data is encrypted during transmission both for mobile apps and browsers. Proper authorization is required when accessing any resource. The Web application is behind a firewall and IPS and resides on Azure servers, which brings many security constraints by default. The database is not accessible through the internet and all sensitive data is stored as encrypted in the database. Passwords are stored as hashed with salt. The mobile app can only get the data the logged in user is allowed to access, nothing more. VEPO is required to maintain the same levels of data security throughout the project as is outlined above.

Meter Exchange Process

City of Boynton Beach will provide billing routes, maps, and proposed schedule to minimize any billing impacts. City of Boynton Beach must approve what meters are being changed out and when. City of Boynton Beach will do so in advance to prevent work stoppages.

- A. Sensus' subcontractor shall provide a cloud-based Utility Portal by secure invitation only, for City of Boynton Beach—with unlimited licenses - to monitor the complete installation process.
- B. Routing of all installations shall be coordinated with City of Boynton Beach to avoid interruption of billing cycles, schedules, and blackout dates.
- C. Sensus' subcontractor will change and replace all gaskets on each meter exchanged.
- D. Sensus' subcontractor shall always attempt to complete a full cycle or route prior to starting another one for efficiency and quality purposes.
- E. Sensus' subcontractor will provide all gaskets and hardware required for the installation.

Lids

For an additional charge, Sensus' subcontractor will replace lids at sites where meters are to be exchanged. City of



Boynton Beach will provide appropriate inventory of lids to complete this work. Sensus and our subcontractor do not expect any meter box work will be needed for the new lids to fit the existing meter boxes. Any locations that require meter box work will be noted and tracked through the VPie field service management software. All noted locations can be reviewed through the VPie Utility Portal. These sites will still have the meter exchange completed; however, the existing lid will be left as is.

The proposed meter installation schedule for the project is provided below. Sensus' subcontractor will schedule the meter orders after the acceptance of the SOW. If the orders need to be adjusted, Sensus' subcontractor will work on adjusting as needed. Devices will be shipped to the secured location.

Disposal of Replaced Meters and Lids

Sensus' subcontractor will return all replaced meters and lids to City of Boynton Beach. City of Boynton Beach will provide a physical location for placement of meters and lids. The area provide can be found in exhibit D.

City of Boynton Beach will provide the necessary storage for meters and smartpoints to be returned to Sensus.

The City of Boynton Beach will own the old meters and scrap locally.

The City of Boynton Beach will send the old endpoints to Sensus' subcontractor to properly recycle the old endpoints.

Smartpoint/MXU Replacements

Sensus' subcontractor will replace all SmartPoints during meter replacements.

If City of Boynton Beach installs devices per the scope of the project with project stock, Sensus' subcontractor will work with the City to identify the quantity and replenish the stock as needed.

Customer Service

- A. Sensus' subcontractor shall employ competent, efficient employees skilled in the work assigned to them. Sensus will provide City of Boynton Beach with a list of names, photo identification, background checks, vehicle information and other required information for the employees performing work.
- B. City of Boynton Beach employees will be provided access to the site where all water meters are being housed with a representative in attendance. City of Boynton Beach employees shall contact the Sensus' on-site project manager to be given access to the site for inspection. City of Boynton Beach employees shall notify the on-site project manager of an approximate time required for their inspection so project manager can schedule the visit during their regular course of daily work activities.
- C. Installation technicians will always display in a clear manner, photo identifications. Each photo identification shall have the employee's name.
- D. All service staff, technicians, drivers and field supervisors will be equipped with smart phones and/or tablets. Electronic and Wireless Communication, through a cellular network, will be utilized by the installation team.
- E. All installation employees will always dress and act in a professional manner. The Sensus subcontractor, represents Sensus and will do so with the utmost care and attention to detail. All technicians shall have the same color uniforms including shirts, pants, and jackets. Installation logos shall be permanently attached to shirts and jackets.



- F. Sensus subcontractor vehicles used shall have company logos prominently displayed and shall have license plates registered with City of Boynton Beach.
- G. All work shall be performed by competent, skilled personnel, to be conducted in accordance with good trade practices and all applicable codes.
- H. Sensus' subcontractor shall be responsible for the proper care and protection of the work site, for all materials and articles delivered to the site where the work will be performed, until completion and final acceptance of the work. Sensus shall exercise proper precautions and safety measures in performing the work, which shall be in accordance with all applicable laws, rules, and regulations. Sensus shall be responsible for the protection of all persons and/or property at the location in which the work will take place.
- I. Sensus' subcontractor shall keep the work site free from unnecessary accumulations of waste materials. Upon the completion of all work, VEPO METERING installers will be instructed to remove all tools, equipment, and surplus materials, as well as all rubbish and waste resulting from the work. Upon the completion of the work, the work area shall be left "broom clean" or its equivalent, to the reasonable satisfaction of City of Boynton Beach.
- J. Sensus' subcontractor will transfer customer calls unrelated to the meter change out project to City of Boynton Beach customer service.
- K. Customer calls received after business hour by Sensus' subcontractor will be tracked and report to Sensus' subcontractor and City of Boynton Beach the following business day by 9:00 AM
- L. Installers will conduct installations between the hours of 8:00 AM and 5:00 PM; Monday – Friday during non-holidays. If work is to be conducted outside the standard operating hours listed above, Sensus will submit a request to the City for approval.

Quality Assurance and Control

- A. Sensus' subcontractor shall provide a data validation team responsible for confirming information from the City of Boynton Beach customer file matches the information field technician finds on location. This shall be accomplished by a data validation team comparing data in field pictures to the data entered by the field technician. The Sensus team will review field pictures provided by the technicians to ensure data entered by the technician matches pictures captured in the field. The data will also be verified by exporting an installed meters report from the Sensus FlexNet RNI. That report is then uploaded to the VPie software and automatically compared to meter data entered for the day to confirm meter I.D.'s and smart point I.D.'s match. Any data mismatches are identified, documented, and corrected by the data validation team.
- B. Sensus' subcontractor shall be responsible for confirming AMI endpoints successfully communicate back to the head end of the AMI system. This is done by capturing a screenshot of programming handheld device showing a successful programming and attaching it to the work order. AMI endpoint successful communications are further verified by exporting Sensus smart point data from the RNI and matching it to the smart point data in the VPie software as described in the data validation process.



- C. Sensus' subcontractor shall conduct mandatory monthly workshops incorporating revised safety procedures, municipality updates, reinforcing Occupational Safety Health Administrative (OSHA) standards in the field and confined space rules and regulations.
- D. Field Supervisors shall have 30 hours of Occupational Safety Health Administration (OSHA) training and 8 hours specifically in confined space entry training.
- E. Field technicians shall have minimally 10 hours of Occupational Safety Health Administration (OSHA) training and 8 hours specifically in confined space entry training

Insurance

- A. Insurance documents can be found in Appendix C.

Appendix	Name
Appendix A	Change Request Form
Appendix B	Change Control Flow
Appendix C	Insurance Information
Appendix D	Storage Location
Appendix E	Meter Installation Process

Warranty Replacement Project - SOW



Expected Functionality:	

Implementation Labor and Expense:

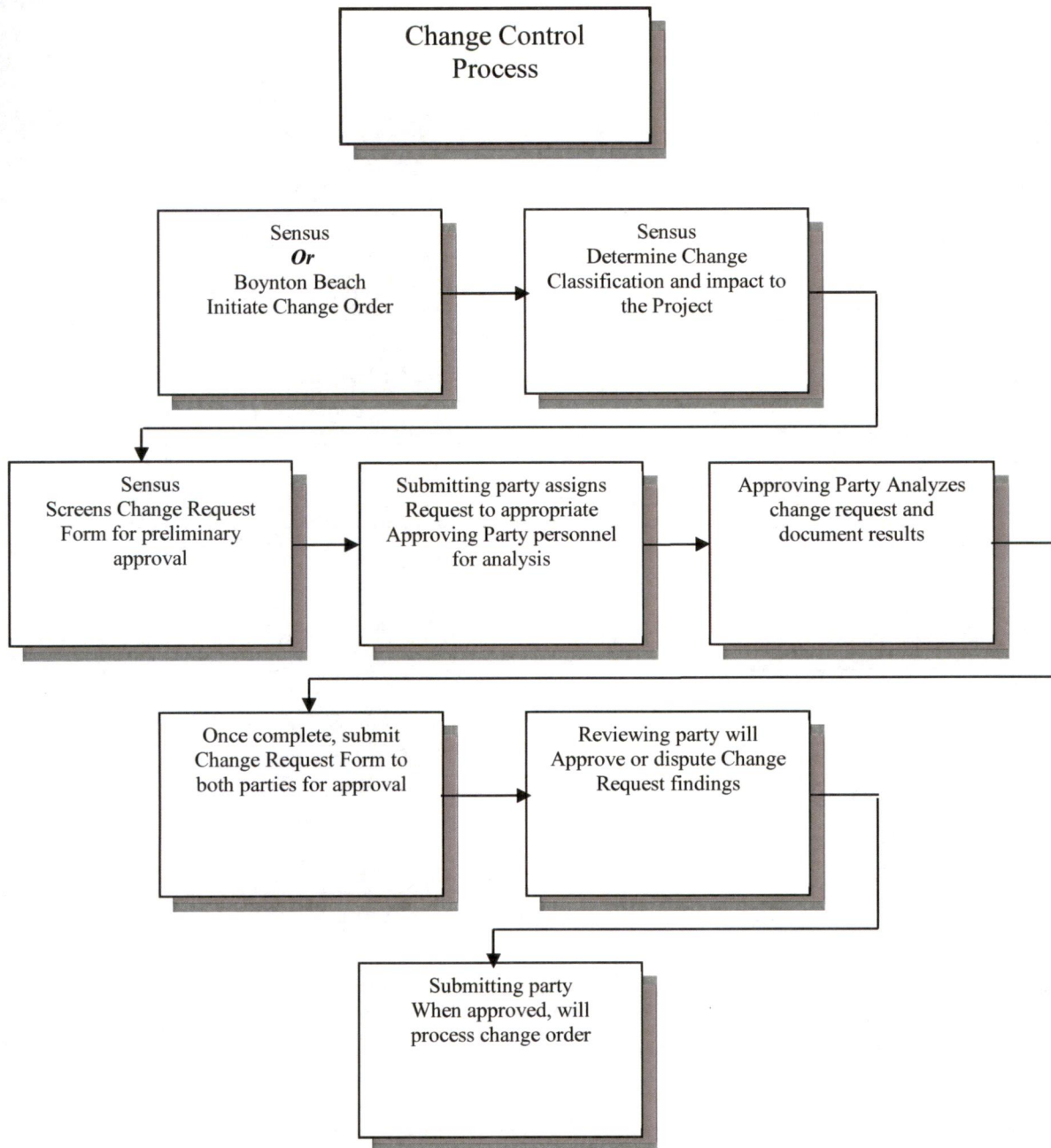
☐ Billable
 ☐ Non-billable
 Charge to: _____

Purpose	Description	Days	@ \$	Total
	Labor			
	Per Diem			
	Misc.			
	Total			

Other Changes:



APPENDIX B – CHANGE CONTROL FLOW





APPENDIX C – INSURANCE INFORMATION

Client#: 1667780		VEPOMETE	
ACORD™		CERTIFICATE OF LIABILITY INSURANCE	
		DATE (MM/DD/YYYY) 3/11/2021	
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).			
PRODUCER USI Insurance Services - Const 725 RXR Plaza East Tower, 7th Floor Uniondale, NY 11556		CONTACT NAME: _____ PHONE (A/C, No, Ext): 516 419-4000 FAX (A/C, No): 877 727-5171 E-MAIL ADDRESS: _____ INSURER(S) AFFORDING COVERAGE: _____ NAIC #: _____ INSURER A: Great American E & S Insurance Company 37532 INSURER B: Starstone Specialty Inc. Co. 44776 INSURER C: Clear Spring Property and Casualty Comp 15563 INSURER D: Travelers Casualty Inc Co of America 19046 INSURER E: _____ INSURER F: _____	
INSURED Vepo Metering South, LLC 7775 Wind Key Drive Boca Raton, FL 33434			
COVERAGES		CERTIFICATE NUMBER:	
		REVISION NUMBER:	
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.			
INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER: _____	E618527	10/09/2020 10/09/2021 EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (EA occurrence) \$50,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COM/PROP AGG \$4,000,000
D	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	BA4R1408532042G	10/09/2020 10/09/2021 COMBINED SINGLE LIMIT (EA accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	☐ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☐ RETENTION \$	A72281200ALI	10/09/2020 10/09/2021 EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in NJ) If yes, describe under DESCRIPTION OF OPERATIONS below	C\$WK0000057460	10/09/2020 10/09/2021 PER STATUTE ☐ OR ☐ E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Pollution Liab.	E618527	10/09/2020 10/09/2021 5,000,000/5,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) The General Liability policy includes an automatic Additional Insured endorsement that provides Additional Insured status to the Certificate Holder, only when there is a written contract that requires such status, and only with regard to work performed on behalf of the named Insured.			
CERTIFICATE HOLDER		CANCELLATION	
Xylem 637 Davis Drive Morrisville, NC 27560		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE P. Sambo	
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ACORD 26 (2016/03) 1 of 1 #531429850/M30176753		KYBCW	



APPENDIX D - STORAGE REQUIREMENTS

To be determined by City of Boynton Beach personnel.

The proposed space for will include the following provided by City of Boynton Beach

- A fence around the premises to secure the location.
- Access to City of Boynton Beach Warehouse or additional storage area at Utilities building.
- Restroom facilities
- Location to store meters and smartpoints to be returned to Sensus via RMA process.
- Installation contractor vehicles to park
- Disposal and drop off location for odd product







Required signatures.

Name	Area of Representation	Signature	Date



