



**AGENDA AND MEETING NOTICE  
OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT  
DEVELOPMENT AND PLANNING COMMITTEE**

**Monday, July 7, 2025 at 2:00 p.m.**

**North Tahoe Public Utility District  
Administrative Offices  
875 National Avenue  
Tahoe Vista, CA 96148**

**Welcome to a meeting of the North Tahoe Public Utility District  
Development & Planning Committee**

A meeting of the North Tahoe Public Utility District Development & Planning Committee will be held on Monday, July 7, 2025, at 2:00 p.m. at the North Tahoe Public Utility District Administrative Offices, 875 National Ave. Tahoe Vista, CA 96148

The District welcomes you to its meetings. Your opinions and suggestions are encouraged. The meeting is accessible to people with disabilities. In compliance with Section 202 of the Americans with Disabilities Act of 1990 and in compliance with the Ralph M. Brown Act, anyone requiring reasonable accommodation to participate in the meeting should contact the North Tahoe Public Utility District office at (530) 546-4212, at least two days prior to the meeting.

All written public comments received by 1:00 p.m. on Monday, July 7, 2025 will be distributed to the District Board Committee Members for their consideration at the meeting. Written comments may be emailed to [mmoga@ntpud.org](mailto:mmoga@ntpud.org), mailed or dropped-off at NTPUD's Administrative Offices located at 875 National Ave., Tahoe Vista, CA. 96148.

**1. CALL TO ORDER**

- 2. PUBLIC COMMENT** – *Any person wishing to address the Development & Planning on Items on the agenda or matters of interest to the District not listed elsewhere on the agenda may do so at this time. Please limit comments and questions to three (3) minutes since no action can be taken on items presented under Public Comment.*

**3. TOPICS OF DISCUSSION**

- a. Review and Discuss Awarding a Construction Contract, Authorizing the General Manager to Execute the Agreement with Phoenix Water Solutions for the Smart Water Meter Installation Project, and Find that the Agreement is Exempt from the California Environmental Quality Act (CEQA) Under CEQA Guidelines § 15301 (Existing Facilities) – Recommendation to Full Board (Pages 2-5)

**4. ADJOURNMENT**



**NORTH TAHOE  
PUBLIC UTILITY DISTRICT**

**DATE:** July 8, 2025

**ITEM:** F-3

**FROM:** Planning and Engineering Department

**SUBJECT:** Award a Construction Contract, Authorize the General Manager to Execute the Agreement with Phoenix Water Solutions for the Smart Water Meter Installation Project, and Find that the Agreement is Exempt from the California Environmental Quality Act (CEQA) Under CEQA Guidelines § 15301 (Existing Facilities)

**RECOMMENDATION:**

1. Award a construction contract and authorize the General Manager to execute the agreement with Phoenix Water Solutions, for the Smart Water Meter Installation Project in the amount of \$612,935; and authorize up to \$61,000 as construction contingency, executable by the General Manager.
2. Find that approval of the Agreement is exempt from CEQA as repair, maintenance, and/or minor alterations of existing facilities.

**DISCUSSION:**

The U.S. Department of the Interior's WaterSMART (Sustain and Manage America's Resources for Tomorrow) Program provides a framework for federal leadership and assistance to stretch and secure water supplies for future generations.

Through WaterSMART, the Bureau of Reclamation (Reclamation) leverages federal and non-federal funding to work cooperatively with states, tribes, and local entities as they plan for and implement actions to increase water supply sustainability through investments in existing infrastructure. Through water and energy efficiency grants, Reclamation provides financial assistance to support projects that result in quantifiable and sustained water savings, implement renewable energy components, and support broader sustainability benefits.

At the January 9, 2024 Board meeting, the Board authorized District Staff, via Resolution 2024-04, to submit an application and execute an agreement for this funding opportunity to provide up to \$500,000 in matching federal funds for the District's Smart Water Meter Project. The District received the Notice of Award on December 4, 2024 to receive \$500,000 in Federal assistance for the NTPUD Smart Water Meter Project and the General Manager signed the agreement in accordance with Resolution 2024-04.

The Smart Water Meter Installation Project will replace all of our older positive displacement (analog) customer water meters with new ultrasonic flowmeters (digital) utilizing cellular endpoints for data communication. The new water meters support water efficiency and conservation for customers in our District through a web portal that gives customers the power to manage their water use through easy-to-understand consumption graphs and configurable leak notifications and by providing timely, visual access to their water usage behavior. The District will receive water usage reports daily that will promote early leak detection and excessive water use, which will save water and money for the customers on their monthly water bills.

At the February 11, 2025 Board of Directors meeting, the General Manager was authorized by the Board to execute a purchase order for 2,815 Badger Meter, Inc. E-Series Ultrasonic Water Meters. The proposed contract will complete the installation of the District procured meters. The project's bid package was prepared by the District Engineering staff and publicly advertised for bids.

Construction Contract:

The project was advertised for bids on April 4 & April 11, 2025. The bid results are shown below.

- Bid Period: 4/4/2025 – 6/12/2025
- Bids Received: 6
- Base Bid Range: \$612,935 to \$748,781(see table below)
- Engineer's Construction Estimate: \$693,765

<b>Contractor</b>	<b>Bid Amount</b>
Phoenix Water Solutions	\$612,935
Dynamic Underground Services	\$646,679
Vinciguerra Construction, Inc.	\$664,095
Resource Development Company	\$678,953
Globe Engineering Development	\$726,440
Four Point Engineering	\$748,781

The bids were reviewed by staff and Phoenix Water Solutions is the lowest responsive bidder at \$612,935.

Construction Phase Costs:

The following table provides an estimate to complete the construction phase of the project. The table includes the capitalization of staff costs associated with the execution of the project.

### Construction Phase Costs

Phoenix Water Solutions	\$612,935	<u>Construction:</u> \$673,935 (85%)
Construction Contingency	\$61,000	
NTPUD Staff and Furnished Materials	\$120,000	<u>Staff Time and Furnished Material</u> \$120,000 (15%)
Total:	\$793,935	

The total projected construction cost is estimated to be \$793,935. There is \$120,000 in NTPUD staff time and District furnished material budgeted, as this project will require significant time from the Operations Division. After each meter is physically installed by the contractor, Staff will need to collect the old read from the removed meter, “wake up” the new smart meter, and link the new meter identification serial number with the proper billing account so that the automated meter consumption reads can be imported for billing purposes. Staff will also be installing 250 of the new meters that are in existing crawl spaces or in difficult to reach areas that require special access from property owners. The decision was made when preparing the contract documents that these would be very difficult to properly describe to obtain realistic bid results.

If awarded, the project will begin immediately with the issuance of contracts and review of material submittals from the contractor. Construction will begin in August 2025 and be completed no later than June 1, 2026.

Award of this agreement is exempt from CEQA under CEQA Guidelines § 15301 as repairs, maintenance, and minor alterations of existing facilities. Staff has filed a Notice of Exemption for the project.

### FISCAL ANALYSIS:

The District has purchased 2,815 E-series ultrasonic meters with cellular endpoints for \$1,131,932, and the installation construction project budget is \$793,935. The estimated total project cost to purchase and install the smart meters is \$1,925,867. The District has received \$500,000 in grant funding from U.S. Department of the Interior’s WaterSMART.

The District’s Capital Improvement Plan (CIP) has \$1,931,933 budgeted in the Water Fund for the Smart Metering Infrastructure Project in Fiscal Year (FY) 2025-26.

The budgetary impact to the District of the proposed project is summarized in the table below:

Item	Amount
<b>Smart Water meters and Cellular Endpoints</b>	<b>\$1,131,932</b>
Estimated Construction Phase Costs	\$793,935
U.S. Department of the Interior's WaterSMART Grant	(\$500,000)
Total District Commitment	\$1,425,867

### STRATEGIC PLAN ALIGNMENT:


Goal 1: Provide safe, efficient, sustainable water and wastewater services focusing on industry best practices and continuous improvement – Objective E: Actively advance the District's consumer-facing public utility initiatives through community engagement – Tactic 1: Water loss, conservation, and drought mitigations – Activity b: Continue installation of cellular smart water meters to streamline the meter reading process and to allow customer access to real-time usage data.

Goal 3: Enhance District governance and partnerships – Objective C: Monitor and advocate for Federal, State, and Local legislation; and actively pursue relevant grant opportunities that support District priorities – Tactic 5: Continue to monitor and pursue other grant opportunities to support District priorities.

**MOTION:** Approve Staff Recommendation

### REVIEW TRACKING:

Submitted By:  Approved By:   
Joseph J. Pomroy, P.E. Bradley A. Johnson, P.E.  
Engineering & Operations Manager General Manager/CEO

Reviewed By:   
Patrick Grimes  
Chief Financial Officer