



Interoffice Memo

DATE: November 7, 2022

TO: Kirk DeJesus, Port Director

FROM: Juan G. Villanueva, Director of Facilities & Procurement

RE: Procurement: Electric Meter Upgrade

REQUESTED ACTION

- A.** Adopt CEQA Categorical Exemption 15302, Replacement or Reconstruction and direct Port Staff to file the CEQA Notice of Exemption (NOE).
- B.** Authorize the Port Director to purchase a replacement electrical metering system from Tantalus Systems, Inc. for a total cost of \$127,944.19.
- C.** Authorize the Port Director to enter into a Master Professional Services Agreement with HCS Engineering for engineering oversight of the meter replacement for \$12,000.00.

BACKGROUND

When the Port acquired the West Complex the existing buildings either had no electric meters or had simple electrical meters. When buildings were leased, more electric meters were installed, though this type required a manual reading. Port staff would visit each building and read each meter individually, recording the information by hand. The Accounting Department would then manually enter the meter data for billing purposes.

In approximately 2011, the Port began using meters with modems allowing automatic meter reading. This ensured less staff time for manual readings and reduced errors while improving billing functions. A few years ago this electric meter with modem was discontinued.

OVERVIEW

The Port's consulting electrical engineer, HCS Engineering, has recommended a next generation system to replace the obsolete modem system. The proposed automatic metering is comprised of a short distance radio system that communicates from the meter to a repeater antenna. The data is then transmitted via fiber to the Port's Accounting Department.

Tantalus Systems, Inc., in partnership with General Pacific, Inc., has provided a comprehensive quote for a replacement metering system:

Metering Collectors / Transceivers	\$ 8,260.20
Polyphase Feature Licenses	\$ 3,600.00
Services	\$ 45,000.00
Deployment Tools	\$ 1,726.99
Network Server Software	\$ 47,750.00
Annual Maintenance	\$ 3,157.00
Software Maintenance	\$ 2,000.00
Maintenance and Support	\$ 6,250.00
Estimated Sales Tax	\$ 10,000.00
Estimated Shipping	\$ 200.00
TOTAL	\$ 127,944.19

Additionally, HCS Engineering has provided a quote for engineering oversight of the replacement metering system of \$12,000.

BENEFITS

- Approximately 200 existing, Port-owned meters can be reused with an available communication card
- New meters can be ordered with the communication card pre-installed
- New system expands to monitor water and natural gas consumption
- Port’s I.T. Department has confirmed meter software is compatible with existing server architecture and that no additional servers are required
- Installation includes conversion software enabling integration between new metering system and existing billing software
- Reduction in reliance on antiquated phone system cabling

PROCUREMENT: NEW METERING SYSTEM AND ENGINEERING

- Tantalus Systems, Inc. Raleigh, NC \$ 127,944.19
- HCS Engineering Stockton, CA \$ 12,000.00

FINANCING

This proposed project is included on the FY2022-23 budget: Electric meters

ENVIRONMENTAL

The replacement of the electric meter system qualifies for a CEQA Categorical Exemption under CEQA Guidelines Section 15302, Replacement or Reconstruction. Section 15302 applies to this project since the Port will be replacing existing electrical meters with new meters. No expansion of use will take place and there is no possibility of significant environmental impact.