



DATE: December 2, 2025

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT: Adopt a Resolution Authorizing the Purchase of a Ford Combination Meter Test Bench with Automated Measuring System II (AMSII) in a Not-to-Exceed Amount of \$200,000 to Enhance the Water Meter Testing Process

RECOMMENDATION

That the City Council adopt a resolution (Attachment II) authorizing the City Manager to purchase a Ford Combination Meter Test Bench with Automated Measuring System II (AMSII) in an amount not-to-exceed \$200,000 to Enhance the Water Meter Testing Process.

SUMMARY

On October 17, 2025, the City issued a Request for Quote (RFQ), through the City's procurement portal, for the purchase of a Ford Combination Meter Test Bench with AMSII. This equipment will enhance the Public Works & Utilities' Water utility meter testing by improving measurement accuracy, supporting water conservation efforts, and ensuring compliance with state water loss performance standards. The City's existing meter test bench, which has been in service for more than 60 years, no longer meets the operational needs of the program. Due to the large number of meters that must be tested annually, a modernized test bench with automated features is necessary to improve efficiency, reduce human error, and streamline the testing process.

FISCAL IMPACT

There are no impacts to the General Fund or Measure C.

The adopted FY26 budget has a total of \$200,000 for this project in Project No. 07082 in the Water Replacement Fund (Fund 603), which is an Enterprise Fund.

BACKGROUND

The Public Works & Utilities' Water utility is responsible for ensuring accurate water usage measurement for all residential, commercial, and industrial customers within the City of

Hayward's service area. Accurate metering is essential for billing, monitoring system performance, and identifying potential water loss. To maintain accuracy and reliability, water meters must be regularly tested and calibrated using specialized equipment, specifically, a water meter test bench.

City staff reviewed several available products and visited nearby agencies to see their meter testing systems in use. Ford's system received the most positive feedback and is also the same type the City currently uses, making it easier for staff to operate and maintain. Ford's one-time purchase model offers significant long-term savings compared to competing systems that require costly annual subscriptions.

The City's current test bench has been in operation for more than 60 years and no longer meets the department's operational requirements. The equipment is outdated, increasingly unreliable, and incompatible with newer smart meter technologies. Its manual processes are inefficient, prone to human error, and contribute to frequent breakdowns and inaccuracies. Continued use of this equipment poses operational, financial, and regulatory risks. As the test bench has exceeded its useful life, replacement is necessary to support the City's ongoing meter testing program.

DISCUSSION

On October 17, 2025, the City issued a Request for Quote (RFQ), through its procurement portal, for the purchase of a Ford Combination Meter Test Bench with AMSII. A total of 4 bids were received, and Core & Main, Inc. was awarded the bid for their total cost proposal of \$138,928.72.

The purchase of the meter test bench will allow the Water utility to identify underperforming meters more effectively, ensuring that all water consumption is accurately measured and billed. This investment will improve operational efficiency, enhance accuracy, and ensure compliance with regulatory requirements established by the American Water Works Association (AWWA) and the State Water Resources Control Board.

In addition, the new system will be fully compatible with the City's advanced metering infrastructure (AMI), supporting future expansion of smart water metering technology. Automated testing capabilities will reduce technician labor time, improve turnaround, and lower operational costs. The system's digital recording and reporting features will enhance transparency, customer service, and recordkeeping to ensure that water costs are distributed fairly among customers.

ECONOMIC IMPACT

Replacing the existing meter test bench will enable the City to continue its regular meter testing program and ensure the ongoing accuracy of water consumption readings. Accurate meter readings ensure that customers are billed appropriately for their actual water consumption, preventing potential revenue loss and ensure that water costs are distributed fairly among customers.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not relate to any of the priorities outlined in the Strategic Roadmap.

SUSTAINABILITY FEATURES

This item does not involve any sustainability features.

PUBLIC CONTACT

The Request for Quote was publicly posted on the City's website on October 17, 2025.

NEXT STEPS

If City Council approves this request, staff will work with the City Manager to execute the purchase of a Ford Combination Meter Test Bench with AMSII.

Prepared by: Trang Nguyen, Management Analyst II

Recommended by: Alex Ameri, Director of Public Works

Approved by:



Jayanti Addleman, Interim City Manager