Supplemental Checklist – Non-routine Meter Replacement

Routine meter replacement, including the replacement of utility meters based on depreciation and periodic meter testing, remain exempt from PSC approval (except if there is a technology upgrade). For example, if the utility's periodic replacement rate is 20-years, then if a new meter replacement program is being implemented at a rate of 5 percent or less per year, it would be considered routine replacement that does not require PSC approval. Non-routine meter replacement occurs when there is new technology being employed (manual read upgraded to AMR or AMI, or AMR upgraded to AMI), or when the meters are being replaced at an accelerated schedule. The application should include the following items:

1. State the reason for the meter replacement program including the existing and proposed methods for reading meters (e.g. manual read, AMR, and AMI).
2. How will the program, data software, and data management be used?
3. List the number of water customers from the utility's most recent annual report.
4. How many meters will be replaced?
5. What is the average age of the meters that will be replaced?
6. List the type and brand of meters to be installed.
7. List the type and brand of the electronic read / transmitter heads to be installed.
8. What type of read system will be installed, AMR/AMI?
9. Describe the software and data management system that will be installed?
10. Describe the proposed meter replacement schedule including replacement rate.
11. Who will do the meter replacements, contractors or utility staff?
12. Describe any other work that will be dovetailed with the meter replacement program, e.g. cross-connection inspections.
13. List the cost of the replacement program per USOA including: total costs and yearly costs. The initial capital costs must be itemized in the application, such as meters, computers and software, meter signal antennae, installation labor, etc.
14. How is the meter replacement program to be funded?
15. What is the transition plan from old meters to full replacement (e.g. meter reading, meter testing, emergency change outs)?
16. What are the program benefits to the utility customer?
17. When does the utility anticipate it will be able to utilize each of these benefits to create a tangible impact on the customer? Please identify which of the benefits listed above would be immediately realized following deployment of the AMI network, and which will be realized in the future.
18. For those benefits that would not be realized immediately following deployment of the AMI network, please provide the utility's plan to implement the benefit(s), and expected date by which implementation would occur. For example, if leaks are to be detected by the system, by what date does the utility anticipate having the software capability and business process in place to promptly notify customers of leaks as they occur? For each future benefit, please describe utility's current plan to implement the benefit, including completing software programming, business process updates, and other work required.
19. What features, if any, is the utility unsure that its technology will support, but is included as a justification for the upgrade and its associated costs?
20. Does the utility confirm, following deployment of its new AMI system, that utility billing and metering practices will be consistent with the requirements of Wis. Admin. Code chs. PSC 185, (and 113 and 134 if applicable)?

21. When implementing new AMI, some utilities have offered the option for customers to opt-out and maintain analog meters. Does the utility plan to request an opt-out, or nonstandard meter tariff for these situations? What other options, if any, does the utility plan to offer?
22. If a web-based portal is offered, then how will customers without access to the web-based portal benefit from additional features provided by the AMI system? How many customers does the utility reasonably expect to utilize the portal and how will the utility market this portal in order for customers to benefit from its features and information?