



Addendum No. 1

June 4th, 2021

AMI RFP

RFP #21-0618

ADVANCED METERING INSTALLATION SERVICES

To: Prospective Bidders

This addendum containing the following additions, clarifications, and/or changes, is issued prior to receipt of bids/proposals and does hereby become part of the original specifications and documents and supersedes the original specifications and documents in case of conflict. Receipt of this addendum must be acknowledged by signing in the area indicated below. You may email this signed acknowledgment back but you also must include a copy with your bid/proposal. This addendum and bid response must be received no later than **3:00 p.m., on Friday, the 18th day of June 2021**. Failure to do so will result in the disqualification of the corresponding bid.

REVISIONS:

On Page 5 of the AMI Installation Services RFP, change “*City defined survey elements including (but not limited to), material line type*” to read “*City defined survey elements including (but not limited to), material line type – upstream and downstream of meter box (in grass or dirt areas only – not required where meter box is in gravel, asphalt or concrete).*”

ADDITIONS:

NDA Form

Pictures of meters/pits

QUESTIONS RECEIVED:

CITY RESPONSE TO VENDOR QUESTIONS

1. Question: (Ref: pg. 3, “Burlington, NC_IN_RFP_Jun 18, 2021” / Introduction / Requested Services) It is our understanding that the installations services Contractor is to provide a dedicated Contract Manager who will be responsible for overseeing their field personnel’s associated in-field service requirements (and other supporting services), versus Core & Main and/or UMS having direct responsibility for said field personnel. Please confirm, or if incorrect, please provide additional supporting details here.
 - Answer: **Yes, the installation services contractor is responsible for providing a Contract Manager to oversee their field personnel.**
2. Question: (Ref: pg. 3, “Burlington, NC_IN_RFP_Jun 18, 2021” / Introduction / Requested Services) It is our understanding that neither Core & Main and/or UMS will have the authority to represent and/or change the installation services Contractor’s related SOW under the terms and conditions of this RFP / contract. Please confirm.
 - Answer: **The installation services contractor will be executing a contract directly with the City of Burlington. UMS will be providing project management and oversight services for all Vendors participating in the project.**
3. Question: (Ref: pg. 4, “Burlington, NC_IN_RFP_Jun 18, 2021” / Introduction / Requested Services / Item 1. Meter Installation) Please confirm who is to be responsible for the provision of the customer communications related documentation, consumables (ref: notification letters, doorhangers, etc.) and postage, when / as applicable (ref: City or installation services Contractor). This is addressed on page 5 Item 8.
 - Answer: **Door hangers will be provided to the installation services contractor. Installation services contractor is required to coordinate with the City and UMS prior to scheduling large meter installations.**
4. Question: (Ref: pg. 4, “Burlington, NC_IN_RFP_Jun 18, 2021” / Introduction / Requested Services / Item 2. Network Monitoring) Please confirm the total number of endpoints that the installation services Contractor will be required to upgrade for this initial “pre-full deployment” phase, by size / in-field service requirement (ref: replace or retrofit).
 - Answer: **The network will be fully tested prior to the mobilization of the installation services contractor.**
5. Question: (Ref: pg. 4, “Burlington, NC_IN_RFP_Jun 18, 2021” / Introduction / Requested Services / Item 5. Project Inventory Storage and Custody Control) Who is to be responsible for the provision of the warehousing facility for the purposes of this contract (ref: Core & Main, UMS or the installation services Contractor)?
 - Answer: **The installation services contractor.**
6. Question: (Ref: pg. 4, “Burlington, NC_IN_RFP_Jun 18, 2021” / Introduction / Requested Services / Item 5. Project Inventory Storage and Custody Control) Who is to be responsible for legacy meter and module recycling / scrapping related services?
 - Answer: **Meter recycling is not a part of this RFP.**

7. Question: (Ref: pg. 5, “Burlington, NC_IN_RFP_Jun 18, 2021” / Introduction / Requested Services / Item 7. Installation Permitting) As this section notes that the installation services Contractor will be charged by the City for the associated permit fees for here, please provide a list of the total anticipated permits and associated costs “per”, or grand total anticipated related costs, as they relate directly for the purposes of this contract.
- Answer: **The City is not aware of any permits required to perform meter installation. If any permits become required during the project, the installation contractor will be able to charge those fees back to the project.**
8. Question: (Ref: pg. 5, “Burlington, NC_IN_RFP_Jun 18, 2021” / Introduction / Requested Services / Item 7. Installation Permitting) Will the installation services Contractor’s field personnel be required to physically enter pits and/or vaults (ref: “Confined Spaces” Regulations)? If yes, please provide the total number of associated metering applications / sites.
- Answer: **Yes. There are approximately 125 meters in vaults. If there is an adder for this work, please provide pricing under the “Additional Services” section on the pricing sheet.**
9. Question: (Ref: pg. 5, “Burlington, NC_IN_RFP_Jun 18, 2021” / Introduction / Requested Services / Item 8. Door Hanger and Appointment Scheduling) As the formal pricing schedule has no associated line item for this service requirement (ref: hand delivery of door hangers 7 days prior to installation), it is our understanding that the installation services Contractor is to include a line item for said service requirement to the pricing schedule (ref: Attachment B / Additional Services). Please confirm.
- Answer: **See answer to question 3.**
10. Question: (Ref: pg. 6, “Burlington, NC_IN_RFP_Jun 18, 2021” / Instructions / General Instructions) Is it acceptable for the installation services Contractor to include pricing notes for clarity purposes as part of their RFP response?
- Answer: **Yes.**
11. Question: (General) Please provide details regarding the anticipated approx. total number and/or percentage of existing meter pit lids that the installation services Contractor will be required to drill as necessary to upgrade the associated metering application, by lid type (e.g. metal, concrete, etc.).
- Answer: **There are less than 100 meter box covers with pre-drilled holes. The installation services Contractor will either need to drill holes or purchase additional pre-drilled covers for the balance.**
12. Question: (General) Does the technology being deployed require a “like-for-like” in-field service requirement, with no additional programming / initialization of the new meter / MIU (ref: “plug and play” technology), or will the installation services Contractor be required to program and/or initialize the new meter while on-site?
- Answer: **The scope of work requires like-for-like installation of new meters and the activation of the Neptune MIU.**

13. Question: (General) If the installation services Contractor is required to program and/or initialize the new metering application, please provide the approx. associated time this process will require on-site, post-installation / upgrade.
- Answer: **30 seconds.**
14. Question: (General) As part of the City's download file for the installation services Contractor, will there be account specific notes (special instructions) and codes indicating physical meter locations, access issues, safety issues/alerts, etc. (e.g. "key" numbers, "bad dog", "meter in backyard", etc.)?
- Answer: **All available notes will be provided to the installation services contractor.**
15. Question: (General) Is the installation services Contractor required to provide a bond(s) for the purposes of this contract (e.g. performance and/or payment bond)? If yes, please provide details regarding the bond requirements and associated value of said bonds (e.g. performance bond required for 100% value of the contract per annum).
- Answer: **The installation services Contractor will be responsible for providing a payment bond and a performance bond for 100% of the contract value.**
16. Question: (General) Please confirm the anticipated commencement dates for both the initial phase and the full deployment phase.
- Answer: **It is desired that the full mass meter deployment phase commences in September/October 2021 and last 12 months. The network will be fully deployed and tested prior to full mass meter deployment phase.**
17. Question: (General) Please confirm what the total deployment term will be, including both phases (e.g., grand total 24 month deployment term).
- Answer: **See the answer to question 16.**
18. Question: (General) Are there any unique meter upgrade service requirements (e.g. boats, ferries, ATVs, etc.)? If yes, please provide associated details including total applicable metering applications
- Answer: **No**
19. Question: (General) What is the City's current approx. meter saturation percentage of the total available customer base within their overall service areas (e.g., 90% of all available customers have a water meter)?
- Answer: **Service addresses can be provided to the proposer by submitting a signed non-disclosure agreement back to Sonjia Cross at scross@burlingtonnc.gov NDA form is attached to this addendum.**
20. Question: (General) Please provide the approx. total number and/or percentage of in-town residential properties where the meter installer would require the use of a vehicle from premise to premise to ensure efficiencies (ref: lot frontage greater than 300').
- Answer: **See answer to question 19.**
21. Question: (General) Please provide the approx. total number and/or percentage of rural properties where the meter installer would require the use of a vehicle from premise to premise to ensure efficiencies (ref: large and/or small farms).
- Answer: **See answer to question 19.**

22. Question: (General) Please provide the approx. total number and/or percentage of in-town residential properties with lot frontage ranging from 100' to 300' (ref: estate lots/subdivisions).
- Answer: **See answer to question 19.**
23. Question: (General) Please provide the approx. total number and/or percentage of in-town residential metering applications which would be considered as “hard to access” and/or inaccessible (e.g., inside metering applications, backyards, gate access required, etc.).
- Answer: **Very small amount.**
24. Question: (General) Please provide the approx. total number and/or percentage of small commercial metering applications (e.g., strip malls, convenience stores, etc.).
- Answer: **See answer to question 19.**
25. Question: (General) Are there any mandatory City hosted training sessions for the installation services Contractor’s field personnel (e.g., City hosted “health & safety orientation”)? If yes, how long is the session or sessions (e.g., ½ day)?
- Answer: **No.**
26. Question: (General) It is our understanding that the in-field service requirement for here is to be contiguous, “premise-to-premise” (ref: 100% of the City’s existing metering population), versus sporadically located throughout the City’s various service areas. Please confirm.
- Answer: **The entire meter population will be upgraded and released to the installation services contractor by route.**
27. Question: (General) Assuming that the City’s download file to the installation services Contractor will mimic that of their manual meter reading routes / route sequencing structure, is the current meter reading route sequencing structure considered as efficient allowing for optimal in-field productivity (e.g., contiguous, “premise-to-premise” with no skips and minimal “dead walks”/downtime)? If no, please provide associated details.
- Answer: **Yes.**
28. Question: (General) Based on the details provided, it is our understanding that the approx. 23,916 endpoints represent 100% of the City’s current service area coverage endpoints. Please confirm, or if our understanding is incorrect, please provide additional details regarding what percentage the approx. 23,916 endpoints represent of the current total endpoints within the service areas that fall under the City.
- Answer: **Correct.**
29. Question: How many meters are needed to validate network communications? How long is required for the validation period?
- Answer:
- **See the answer to question 4.**
30. Question: What is the anticipated start date and the City preferred term to complete the installation project?
- Answer: **See the answer to question 16.**

31. Question: Is there a retainage period for removed meters? Will the city coordinate disposal/recycling of the removed meters?
- Answer: **Storage containers will be provided for meters removed from service.**
32. Question: What is the material of the pipe in the ground: black roll plastic, galvanized, copper, etc.?
- Answer: **Most are copper, some still have galvanized, but the City is in the process of replacing the galvanized as they come across those areas discovered.**
33. Question: Can the City provide estimate percentages of meter boxes that will need light/medium/heavy dirt removal?
- Answer: **This information is not available.**
34. Question: What type of meter box lids exist throughout the City (plastic or metal)?
- Answer: **Various.**
35. Question: Are the 1.5" and 2" water meters flanged or screw meters?
- Answer: **Assume we have both in the system. If there are additional costs, please provide pricing in the "Additional Services" section in the pricing sheet.**
36. Question: Does the City have a GIS map that shows the distribution of accounts in their system?
- Answer: **No.**
37. Question: Will an ATV be required to access any of the meters?
- Answer: **See the answer to question 18.**
38. Question: Who is your billing provider, and do they have a Mass Meter Swap (MMS) Interface in place? If no, will the contractor be responsible for any cost(s) associated with the implementation of the MMS Interface?
- Answer: **Munis. The mass meter swap Interface is being installed and the contractor will not be responsible for any MUNIS costs.**
39. Question: Are your 3/4" and 1" meters on risers, spanners or direct connect?
- Answer: **Various.**
40. Question: Are all your 3/4" and 1" meters going to be like for like exchanges?
- Answer: **Yes.**
41. Question: Are your existing 1.5" and 2" meters flanged, threaded or screw?
- Answer: **See answer to question 35.**
42. Question: Do you have a breakdown by type on your 1.5" and 2" meters Compound, Turbo, Positive Displacement?
- Answer: **See answer to question 35.**
43. Question: Are your 1.5" and 2" meters all going to be like for like exchanges?
- Answer: **Yes.**

44. Question: Do you have meters in confined space areas?
- Answer: **Yes.**
45. Question: Do you have a breakdown by type on your 3" and larger meters. Compound, Turbo, Fire Line?
- Answer: **No. If there are additional costs, please provide pricing in the "Additional services" section in the pricing sheet.**
46. Question: Are your 3" and larger meters all in vaults or are there any that are in pit sets that will require excavation?
- Answer: **If there are additional costs, please provide pricing in the "Additional services" section in the pricing sheet.**
47. Question: Will there be any wire splicing or will your retro fits or register change outs all be plug and play?
- Answer: **No wire splicing. All retro-fits will require the removal of the existing register from the meter and then installing the new Neptune AMI register on to the meter.**
48. Question: What type of meter boxes and lids are in your system? Do you have a breakdown of metal, concrete, plastic etc.?
- Answer: **See answer to question 34.**
49. Question: What type of pipe is on the customer side? What type of pipe is on the city side?
- Answer: **See answer to question 32.**
50. Question: How deep are your meter sets? Can you send a few pictures of each size of meters in a pit set environment?
- Answer: **See attached.**
51. Question: Is your consulting firm UMS bidding the installation portion of the project?
- Answer: **No.**
52. Question: Can we get a copy of your accounts by address so we can Geo Code them?
- Answer: **See answer to question 19.**

Please refer to the subject bid proposal and make the following changes or clarifications:

No other changes

All other specifications, terms and conditions remain as required in the initial Request for Bids.

Respectfully,

Sonjia Cross

Sonjia Cross, CLGPO
Purchasing Manager

I have read and acknowledge receipt of Addendum No. 1

Company: _____ Date: _____

Name: _____ Signature: _____

You may email this acknowledgement after signing and dating back to
scross@burlingtonnc.gov