

“City of Havelock  
Advanced Metering Infrastructure System”  
Addendum 1

July 30, 2020

The City of Havelock Advanced Metering Infrastructure System bid opening has been extended to Thursday August 27, 2020 at 2:00 pm.

The City of Havelock Advanced Metering Infrastructure System pre-proposal conference call has been changed to a team’s meeting and has been rescheduled to Thursday August 13, 2020 at 11:00 am. If you have already requested access, you will receive an email with the meeting invitation. If you would like to attend the meeting and have not already done so email [bids@havelocknc.us](mailto:bids@havelocknc.us) to request the meeting invitation. Request for meeting invitation needs to be received by Monday August 10, 2020 at 5:00 pm.

Questions Received

1. Would the City of Havelock consider a meter register retrofit of existing meter registers that would facilitate implementation to a fixed network system? (instead of full meter change out)

[Yes.](#)

2. Would the City of Havelock allow multiple options (submitted in one proposal by the same vendor) in regards to implementing and financing of the AMI system?

[Yes.](#)

3. We have partnered with a company that offers financing for meter systems, in order for us to include this potential financing option we would additional information. This information could be obtained via conference call, skype, zoom or other virtual type meeting. Can this be arranged prior to submittal date or should we just submit based on future discussions if short listed as a finalist for the project?

[The City can receive no calls in reference to the project during the bidding process. You can submit in writing or show option in submission.](#)

4. In reviewing the Bid Documents for this project, we would like to confirm if this project is an expansion of the previous meter project using Master Meter as the meter manufacturer? Or if this is a project requesting new meter type and brands to be considered?

New project and all meter types and brands will be considered

5. we are requesting that the City provide:

Excel file of meter locations with addresses  
Excel file of City owned infrastructure.

See link below for maps, GIS layers, and a spreadsheet of addresses.

<https://havelocknc.sharefile.com/d-sa6c070a86e447aa8>

6. Can you provide more detail about the 500 per year?

The City has elected to install approximately 500 meters per year.

7. We could complete 5,000 meter replacements in 6 months' time frame.  
Is the reasoning for 500 meters per year a budget issue?

The City has elected to install approximately 500 meters per year.

8. Or would the city consider an accelerated schedule?

Vendors may submit an accelerated schedule but bids will be evaluated on approximately 500 meters per year.

9. For the 500 meters per year, would that be over a 12 month period or all 500 meters in 1 month?

Installation terms will be negotiated with the successful bidder.

10. Is okay for us to create our own bid sheet to itemize out individual installation and removal prices by meter sizes?

No. Vendor must use supplied bid sheet.

11. The bid sheet that's provided, are you wanting totals only on this page?

Bid sheet is for totals only. Bids must include a schedule of values showing quantities and prices per unit.

12. Is there a list of elevated assets the city would like to use (Tanks, Towers, Etc) on your website somewhere or can we request that information?

Water towers are located on Brown Blvd., Outer Banks Dr., and Lynnwayne Circle.

13. is there an Excel format of all meters you are trying to cover for our propagation study?

See link below for maps, GIS layers, and a spreadsheet of addresses.

<https://havelocknc.sharefile.com/d-sa6c070a86e447aa8>

14. Will a system that uses an FCC license be considered for the pilot if the distributor pays those applicable fees?

FCC license will be considered for the pilot program if the distributor pays the applicable fees. The bidder must disclose the annual fee for license(s) in the bid documents.

15. Is funding available for this project? Would the city be interested in different funding mechanisms including zero capital outlay?

Yes; would consider

16. The city is asking for pricing to hold for five years which may make the initial bid price more expensive. Would the city be ok with a sliding scale increase based on % after year two?

Yes, but vendor must also propose no sliding scale.

17. What does the city mean by “100% operational” under Acceptance Testing?

After system is performing with no issues time period will begin.

18. What percentage of 5/8” – 1” meters are in setters? In yoke bars? Straight pipe connections?

The City’s best estimate is approximately 10% of our meters are in setters. The meters not in setters are straight connections with angle valves on the City side.

19. Are all of the 1 ½” and larger meters flanged or is there some percentage that are threaded?

The City’s best estimate is the majority of our 1-1/2 and larger meters are flanged. There may be a few that are threaded.

20. Are there any meters located inside buildings?

No.

21. Can you provide a breakdown of meter box lid sizes and material (metal vs plastic)?

The City's best estimate is approximately 90% of our meter box lids are oval lids measuring 19"x9-1/2" the other 10% are 22"x36". See answer below for metal vs plastic.

22. What percentage of meter box lids are plastic compared to cast iron?

The City's best estimate is approximately 5% plastic lids, the rest of our 5/8" – 2" meter lids are metal. Our 3" and larger meters are in an assortment of different settings from manhole vaults to above ground hot boxes.

23. Will the city be purchasing each year's allocation of meters in one lump sum for installation, or will it be spread out over the year?

One allocation.

24. "The Vendor is required to furnish a Performance Bond in a penal sum of One Hundred Percent (100%) of the total amount payable under the contract and a Labor and Material Payment Bond in a penal sum of One Hundred Percent (100%) of the total amount payable under the contract."

Are the bonds to encompass the entire project price over the 5 year period or are the bonds to be annually evaluated based on the budgeted amount the City intends to spend in that given fiscal year?

Annual evaluation.

25. Should the required bid, performance, and payment bonds cover just the pilot or the entire project? Can more information be given about how this project should be bonded?

26. Will 180 days be the requirement for performance period of the pilot or the entire project?

The entire project.

27. Can more information be given about the project schedule and when installation of meters is expected to take place. If 500 are ordered per year will there be 500 purchases and installations at that time then the project resumes when the next group is ordered?

Annual purchase.

28. Will install pricing be required to be guaranteed for 5 years?

Yes.

29. In system requirements item 2d, can this be clarified further? Will this be data from a previous system or billing system into the head-end? If so how will this data be delivered?

The software system shall support the migration of 12 months of historical meter data for the purpose of analyzing usage patterns.

30. Can “Turn-Key” be explained further in the overall proposal requirements for pricing? Is this to include the entire project including materials and labor to be done all at once?

Turn-Key includes material, labor, software, and integration with the City’s billing software.

31. Can the method that will be used for acceptance testing be explained? What will define a pass versus a fail?

The City will evaluate project success based on did the project meet the City’s needs and requirements, was the project delivered and maintained on schedule and budget, did it deliver the expected value and return on investment and if the vendor effectively managed the project.

32. Does this project expect to undertaken for the next 11 years at 500 meters a year?

The City intends for this to be a multiyear project. It is possible but not guaranteed that City can accelerate the time frame.

33. Can 1-1/4 inch meters be explained? Should this be 1-1/2 inch?

There are no 1-1/4 inch meters. The bid sheet has been revised to remove the line for 1-1/4 inch meters. The approximate number for 1 inch meters has been increased to 81. The approximate number for 1-1/2 inch meters has been lowered to 33.

34. Is there a set criteria for passing or failing the pilot stage?

The City will evaluate project success based on did the project meet the City’s needs and requirements, was the project delivered and maintained on schedule and budget, did it deliver the expected value and return on investment and if the vendor effectively managed the project.

35. In system requirements 1A it states that multi-jet, positive displacement, and single-jet meters are all acceptable but in 1d it is requested that the meter should have a 10 year AWWA new meter accuracy guarantee. We don’t believe this guarantee can be met; can we please have a further explanation of what is acceptable?

In bid submittal provide an explanation as to why the 10 year AWWA new meter accuracy guarantee cannot be provided and include information on the warranty that will be provided.

Bid Sheet

Meters

3/4-inch meters

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1-inch meters

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1-1/2-inch meters

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2-inch meters

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3-inch meters

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4-inch meters

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6-inch meters

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Meter Removal

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Meter Installation

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Meter Box Lid Replacement  
(As needed if necessary)

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2 Handhelds

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Drive by back-up system

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Hardware

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Software

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Testing

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Training

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Annual Maintenance

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Additional Services  
(Describe optional add on services)

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Base Bid: \_\_\_\_\_

NC Sales Tax: \_\_\_\_\_

Delivery Cost (if applicable): \_\_\_\_\_

Total Cost to City: \_\_\_\_\_

Bids must include an itemized schedule by quantity, unit price and total for each work element. We need an itemized bid sheet

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

NC Contractor's License Type and Number: \_\_\_\_\_

Number of Addendums Acknowledged (circle one): N/A 1 2 3 4

***As of the date listed below, the vendor or bidder listed above is compliant with N.C.G.S. 147-86.42-84, the Iran Divestment Act and the Companies Boycotting Israel Act.***

Authorized Signature: \_\_\_\_\_

Print Name of Authorized Signature: \_\_\_\_\_

Title: \_\_\_\_\_

**Address Bid to:** Lee Tillman, Director of Finance  
City of Havelock  
P.O. Drawer 368  
1 Governmental Avenue  
Havelock, NC 28532  
[Bids@Havelocknc.us](mailto:Bids@Havelocknc.us)

**Please indicate the Bid name on the outside of the envelope.**