

## **City of Commerce**

### **AMI Water Meter Replacement Project**

**SEPARATE SEALED PROPOSAL** City of Commerce, Georgia is seeking qualified and experienced Offerors to perform the work for the **AMI Water Meter Replacement Project**. City of Commerce is requesting individual sealed proposals be submitted to the Owner, until 3:00 p.m., local time, on July 19, 2024.

**COPIES OF the** Contract Documents may be obtained after **June 19, 2024** at the City of Commerce City Hall office located at 27 Sycamore Street, Commerce, GA 30529 (706) 335-3164.

**PROJECT BACKGROUND** The City of Commerce is desiring to replace its aged water meters. The Utility embarked on replacing water meters in 2023 and has completed installation of approximately 500 of the 4,500 existing water meters to date. The City of Commerce is now seeking to implement a water meter replacement project Phase 1.

**THE PROJECT** The project will consist of the replacing existing  $\frac{5}{8}$ " x  $\frac{3}{4}$ " and 1" Water Meters with electronic registers and installation and activation of Sensus AMI transmitters for sending the water meters readings to the existing Sensus AMI Network. The offeror should include as part of this proposal furnishing the appropriate water meter and transmitter activation equipment required to install and activate the AMI transmitters and reprogram any Sensus water meters to 1 gallon. Equipment shall utilize windows, android and/or IOS devices equipped with LTE GPS and appropriate Sensus Command Link 2 device. The offeror shall include the installation and/or replacement of all water meter assembly materials i.e. meter boxes, lids, washers, backflow device and other appurtenances so as to satisfy the desired installation standard. All boxes, lids, backflows, water meters and transmitters to be furnished by Owner.

**AWARD METHOD** The Proposal shall be evaluated as described in **PROPOSAL AWARD AND CONTRACTOR SELECTION** using the following criteria:

- Overall Experience 25
- Approach to project 25
- Pricing 25
- Key Personnel 15
- Responsiveness to RFP 10

If a contract is awarded, it will be awarded to the most responsive and responsible offeror whose offer conforms to the RFP and will be the most advantageous to the Owner as set forth in the evaluation criteria.

**THE WORK** will be awarded in one Contract and will include the replacement and/or reprogramming of Water Meters: approximately 1,500 -  $\frac{3}{4}$ " and 24 - 1" water meters and 1,524 transmitters

#### **COURIER DELIVERY & POSTAL SERVICE DELIVERY**

City of Commerce  
27 Sycamore Street  
Commerce, Georgia 30529

**City of Commerce, Georgia**  
**AMI Water Meter Replacement Project**  
**INVITATION TO RFP**

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**CLARIFICATIONS:** Any explanation desired by an offeror regarding the meaning or interpretation of this Request for Proposal (RFP) shall be requested in writing and with sufficient time allowed, but not less than ten (10) working days prior to the date and time specified for the receipt of offers, for a reply to reach offerors before the submission of their offers. All inquiries shall be directed to Christy Case. Any information given to a prospective offeror concerning this RFP shall be furnished to all known prospective offerors as an amendment to this RFP, if such information is necessary to offerors in submitting offers on this RFP, or if the lack of such information would be prejudicial to uninformed offerors. Oral explanations or instructions given prior to award are not binding.

Christy Case, Finance Director: [ccase@commercega.gov](mailto:ccase@commercega.gov)

**LAST DATE FOR QUESTIONS: July 8, 2024 @ 4:30pm EST**

**ACKNOWLEDGEMENT OF AMENDMENTS:** Receipt of any amendment to this RFP shall be acknowledged on the Response Form and submitted with the proposal.

**THE OWNER** reserves the right to reject any or all proposals, to waive informalities and to readvertise.

**OVERALL EXPERIENCE**

Overall experience on related projects & demonstrated results will be based on contents as provided within the 'STATEMENT OF OFFEROR'S QUALIFICATIONS' (attached herein). The Statement of Offeror's Qualifications shall be completed and submitted with additional information that will serve to establish the credentials of the offeror and the level of experience in water meter and service line replacement. Procedures, examples of and references of other similar projects, experience of Project Manager, Installation Field Manager and staff assigned to the project will all be evaluated. Experience that only involves changing out the water meter along with activation under AMI System will be evaluated and other components of the water meter assembly and service line will not qualify the Offeror for this project.

**APPROACH TO PROJECT**

The Owner will evaluate the written response to the proposed approach to the project as provided by the Offeror. Specifically, as it pertains to normal work hours, number of water meter replacements to be changed per day, number of crews, number of workers per crew. Explain the process for Data Collection. Contractor should furnish the approach to the work as proposed herein. The approach to the project should include the services to be provided by the Offeror based on the contractor's capacity and ability to perform all aspects of project administration, construction installation and data management, customer service and responsiveness and all other aspects of AMI water meter replacement as detailed and explained in the Contract Documents. Contractor should provide examples of data management and water meter change out software. Capacity to perform work within the schedule and budget will be evaluated.

**PRICING**

The selection criterion is pricing. The proposal shall include a unit prices that make up a lump sum total that represents the best cost for the work and services to be provided. All mobilization, set-up, etc. costs

shall be included in the unit costs. All work is to be performed in accordance with City of Commerce, Georgia, local, state and federal standards.

**KEY PERSONAL**

Key personnel and their qualifications and any licenses will be evaluated as part of the criteria. Offeror should provide resume(s), description and/or details of key personnel that will be used during this project.

**RESPONSIVENESS TO RFP**

Responsiveness will include the degree to which the proposal includes sufficient information and details to evaluate the responsiveness to RFP and the clarity of the proposal which clearly and concisely follows the Request for Proposal. Answers should be complete, must include and correspond to the questions.

**PROJECT SPECIFICATIONS**

Transmitter:

The transmitter is installed into the water meter lid 1 3/4" diameter hole and connects to the water meter electronic sensor. The transmitter is equipped with a plug and play clip style connection; no manual wiring is required. The transmitter is activated using the handheld device and command link. Each transmitter is activated after the water meter and transmitter have been properly installed.

Water Meters:

The 5/8" x 3/4" and 1" water meters are all made by the same manufacturer. The meters are made using brass body positive displacement manufacturing with an Electronic Register. The meter reading is displayed in a 9-digit LCD display with a flow indicator. The Owner will be using water meters registering down to 1 gallon. The direction of flow arrows are indicated on the exterior of the meter face and body. When activated and a reading is obtained electronically the reading is 100% what is read visually from the meter display.

Electronic Data Files:

This project will require all field installations of water meters and transmitters to be transferred to two formats to the Owner both in an electronic format to be used for importing into Utility Billing BS&A environment and secondly for daily project management of completed work. Approved formats are comma delimited file and excel. Daily reports will be required listing installation of water meters, transmitters and additional project items excel format.

END OF SECTION