

COUNTY OF MONTGOMERY

PURCHASING DEPARTMENT
755 ROANOKE STREET, Suite 2C
CHRISTIANSBURG, VA 24073-3179
PHONE (540) 382-5784 | FAX: (540) 382-5783
Jeff Groseclose CPPB, VCA, VCO, Procurement Manager

REQUEST FOR PROPOSAL, RFP # 24-03 issued November 16, 2023 ADDENDUM NUMBER 1

DATE: December 6, 2023
TITLE: Water Meter Replacement

Amendments:

1. The due date/time for proposals is hereby changed. Sealed proposals will be received until **December 19, 2023**, up to and including **3:00 PM**.
2. Montgomery County reserves the right to answer no further questions after the issuance of this addendum.

Clarification:

1. **Question:** Are all water meters located in a meter pit?

Montgomery County Response: Yes

2. **Question:** How will radios be affixed to the meter lid? Will holes need to be drilled in the meter lid or will meter lids be replaced with a predrilled hole for the radio?

Montgomery County Response: Existing meters are radio read. No holes will need to be drilled in lids and lids will not need to be replaced with lids that include a predrilled hole.

3. **Question:** How deep are the meter pits?

Montgomery County Response: The depth of the meter pits varies.

4. **Question:** Where are shut off valves located?

Montgomery County Response: Inside meter pits

5. **Question:** Will the install contractor be allowed to operate curb stops?

Montgomery County Response: The PSA water system does not have curb stops. Contractor will operate shut off inside meter pit.

6. **Question:** What is the existing meter brand?

Montgomery County Response:

Various meter brands are currently installed.

7. **Question:** What brand of meters and radios will be installed?

Montgomery County Response:

Water meter: Hersey 5/8 x 3/4, 420B water meter with 5 ft. NICOR cable

Radio: Hersey MINET-M with 5ft. NICOR cable

8. **Question:** What are the percentages of setters, yokes, or just straight meter connections?

Montgomery County Response: The water system has all of the above connections. Percentages are unknown.

9. **Question:** Does the meter install price need to include pipe inspection price also? Or do we break that down into two different costs for meter install price, and inlet and outlet pipe inspection price?

Montgomery County Response: Proposals should include the pricing model which fits the plan offered to the County.

10. **Question:** How will you handle the pipe inspections if pipe can't be seen inside of the meter box once they have been cleaned out? Will the contractor then be required to dig out side the box on both inlet and outlets to verify pipe type? If so, how will you handle that additional labor cost? Would it go to an hourly rate plus meter exchange cost?

Montgomery County Response: Contractor should clean out meter boxes to the point of being able to identify pipe coming in an out of meter box. The PSA does not currently expect the selected contractor to dig outside the meter boxes.

11. **Question:** How will the pipe inspections that the meters boxes are located in concrete or asphalt be handled if you cannot determine inlet or outlet pipe type inside of the meter box? Will the contractor cut the asphalt and concrete to determine pipe type outside of the box? If so, how would you handle that additional labor cost? Hourly rate plus meter exchange cost?

Montgomery County Response: PSA is not aware of any meter boxes being located in concrete or asphalt.

12. **Question:** How will broken cutoffs, collapsed boxes, broken lids, existing leaks, or any other unforeseeable situation be handled that the meter couldn't be replaced at the time of arriving at the site and assessment being made? Would the contractor return the meter to utility (RTU) and a skipped charge be applied for loss time for assessing the problem? If so, do we need to have a skip price or would the contract schedule with county to make the repairs at an hourly rate plus meter exchange rate?

Montgomery County Response: PSA staff will likely accompany selected contractor to help assess any issues. Contractor will coordinate with PSA staff when they discover problems described above to determine how to repair. Proposal should include pricing for unforeseen issues.

13. **Question:** Will a hole need to be cut in the meter box lids to install the endpoint or transmitter? What type of lid do you currently have metal or plastic?

Montgomery County Response: No holes will need to be cut in to meter box lids. See clarification question #1 above. Most meter box lids are metal, few are plastic.

14. **Question:** Who is County's billing software with?

Montgomery County Response: MUNIS by Tyler Technologies

15. **Question:** How will the field data be collected and data transferred to the billing software?

Montgomery County Response: Proposal should include contractor's preferred method of data transfer

16. **Question:** Will the contract need to provide an online portal that will capture field date information and pipe type id with pictures for the installation. (customer name, address, account #, old and new meter serial #, endpoint or transmitter #, old meter reading, picture of old meter read, picture of new meter serial and endpoint serial, pipe type ID plus pictures of pipe). This data can be sent electronically to billing software and in house records. Which can be monitored from any computer or tablet or phone which shows live time progress. If so, do we add a cost for field data and data transfer?

Montgomery County Response: Proposal should include contractor's preferred method to provide data and include pricing details to do so. Final method will be negotiated with the selected contractor.

17. **Question:** Will there be any large meter installs?

Montgomery County Response: The PSA does not anticipate using this contract to install large or commercial meters.

18. **Question:** What time frame is the county looking to start this project?

Montgomery County Response: The goal is to award a contract sometime in January 2024, though this is subject to change. The intent is for the selected contractor to begin work as soon as possible after contract award.

19. **Question:** Is programming necessary.

Montgomery County Response: The PSA does not anticipate any programming by the contractor.

20. **Question:** Would it be possible to obtain a wage determination for this specific project?

Montgomery County Response: The PSA is not aware of a wage determination for this project.

21. **Question:** IF the collection of GPS points is required, is 1-5 meter accuracy acceptable.

Montgomery County Response: The PSA does not anticipate the collection of GPS points, however this is negotiable.

22. **Question:** Who will provide warehousing for all materials

Montgomery County Response: The PSA will store meters, radios, and other PSA provided materials.

23. **Question:** Will this be a like for like exchange (same lay length)

Montgomery County Response: Yes

24. **Question:** How are meters currently being read?

Montgomery County Response: Radio read

25. **Question:** Do all setters have shut off valves before the meters?

Montgomery County Response: There should be shut off valves before all meters.

26. **Question:** Are the meters in setters or are they connected with straight meter couplings

Montgomery County Response: All connections should be setters, or yoke bars with expander wheels.

27. **Question:** What type of setters are in place?

Montgomery County Response: There are some single setters and some tandem setters.

28. **Question:** Who provides gaskets

Montgomery County Response: The PSA will provide meter gaskets per the RFP document.

ACKNOWLEDGE RECEIPT OF ADDENDUM # 1:

COMPANY/FIRM NAME AND ADDRESS:

_____ Zip Code _____

SUBMITTED BY:

NAME: _____
(print)
SIGNATURE: _____
TITLE: _____
DATE: _____

Telephone Number: (_____) _____ Email: _____