



**Request for Proposal
#24-38**

Water Meter & Meter Interface Unit (MIU) Changeout Program

ADDENDUM No. 1

October 7, 2024

Any and all changes to the Request for Proposal are valid only if they are included by written addendum to all potential respondents, which will be emailed prior to the proposal due date to all who are known to have received a complete Request for Proposal. Each respondent must acknowledge receipt of any addenda by indicating in its submission. Each respondent, by acknowledging receipt of addenda, is responsible for the contents of the addenda and any changes to the bid therein. Failure to acknowledge receipt of addenda may cause the submission to be rejected. If any language or figures contained in this addendum are in conflict with the original document, this addendum shall prevail.

This addendum consists of the following:

1. Addendum No.1 is attached and consists of a total of five (5) pages including this cover sheet.

Please contact me at 847-866-2910 or lithomas@cityofevanston.org with any further questions or comments.

Sincerely,

Linda Thomas
Purchasing Specialist



Request for Proposal #24-38

Water Meter & Meter Interface Unit (MIU) Changeout Program

ADDENDUM No. 1

October 7, 2024

This addendum forms a part of the Documents for RFP #24-38 and modifies these documents. This addendum consists of the following:

- 1. Question:** In section 2.5.2.3 “Area Completion” the language states that the contractor must be at least 90% complete in any geographic area within 120 days of starting work in that area to avoid potentially paying \$250 per day in liquidated damages. I understand the need for language involving liquidated damages as that is very common in this type of work, and we see this regularly and usually have no issue with these requirements in the performance of our meter installation work. My issue is that there seems to be a discrepancy between the requirement of the time period to avoid the damages being set at only 120 days when the project is listed in multiple places in the specifications as being a 2-year contract/project. If there are 3 areas to work in with a 1-year contract then allowing the contractor no more than 120 days (roughly 1/3 of a calendar year) to work through each of the 3 areas seems logical. Since this project is a 2-year project my thought is that the time period for avoiding those damages going from section to section should be set at 1/3 of 2 years or roughly 240 days from starting work in a geographic area. Is that feasible?

Answer: Yes, that is feasible. The contractor must be at least 90% complete in any geographic area with 240 days of starting work in that area to avoid potentially paying \$250 per day in liquidated damages.

- 2. Question:** The pricing table found on page 28 seems to be missing a very important line item. In the top section labeled Part 1 there are line items for 5/8” – 2” meters for the contractor to provide the costs for meters of



each size. There is also a line item for the contractor to indicate the cost of the R900 MIU's for the total of those 940 meters. What is missing is a line item for the remainder of the total of the 13,093 R900 MIU's to be purchased by the city for the project. This means there should be a line item for the contractor to provide the cost for the $13,093 - 940 = 12,153$ R900 MIU's the City will need to purchase for the contractor to install by connecting them to existing meters to be maintained in the distribution system. There is a line item in the installation section below on the same page for the contractor to provide the cost for installation labor services to install 13,000 R900 MIU's but nowhere on the current page for the contractor to provide the cost of those MIU's in the equipment section on the top of the page.

Answer:

PRICE/COSTS FORM

Water Meter & MIU Replacement Program Installation and exchange of older type meters

**Part 1
Meters/strainers**

5/8" X 5/8" Water Meter (analog register)	441	each	
3/4" x 3/4" Water Meters (analog register)	189	each	
1" x 1" Water Meter (analog register)	173	each	
1 1/2" X 1 1/2 " Water Meter (digital register)	45	each	
2" Disc Water Meter (digital register)	89	each	
2" Mag Water Meter (currently Turbine) (digital register)	3	each	
total water meters	940		
Neptune R900 MIU for above meters	940	each	
2" plate strainer or spool for Turbine to Mag	3	each	

Part 2 MIU Only

Neptune R900 MIU to replace existing R450 MIU	13,000	each	
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**Part 2
MIU Installation**

Meter & MIU Installation 5/8, *water service identification & basic cross connection control survey report	441	each	
Meter & MIU Installation 3/4, *water service identification & basic cross connection control survey report	189	each	
Meter & MIU Installation 1, *water service identification & basic cross connection control survey report	173	each	
Meter & MIU Installation 1 1/2, *water service identification & basic cross connection control survey report	45	each	
Meter & MIU Installation 2 *water service identification & basic cross connection control survey report	92	each	
total installation of meters and MIU			
Neptune R900 MIU Installation only to existing water meter, water service identification & basic cross connection control survey report	13000	each	

*** Meter installation includes new wiring, water service line identification and basic cross connection control survey report completion and submission to the City of Evanston.**

***Current Utility Billing/CIS provider is True Point**

Current customer and payment portal is VXSmart (WaterSmart) and Invoice Cloud

Note: All water meters and encoders must be compatible with the Neptune R900 AMI MIU and certified by Neptune.

Total Base Proposal Cost



- 3. Question:** The RFP cover page did not specify that the contractor is required to provide a performance bond for the project. In previous projects such as this one the cover page requires the contractor to provide a performance/material and labor payment bond for 100% of the contract amount. I thought that it might be an oversight to not require the contractor to provide a bond for the project if awarded and wanted to check into the matter. We are used to securing bonds for such work and have done so for several previous projects including in Evanston and are willing to do so again if required.

Answer: This was indeed an oversight. The Performance/Material & Labor Payment Bond = 100% of Contract Amount

Clarification:

- 4.** The following language is revised in Section 1.0 Introduction:
The City is seeking proposals from qualified firms, experienced in the supply and installation of water meters and remote meter interface units (MIU) located at each customer's property for measuring potable water usage. The City of Evanston has approximately 14,400 customer accounts spread out over a 7.8 square mile area. This project will consist of the replacement of approximately 940 water meters **with 940 new Neptune MIU's and an additional 13,000 R900 Neptune MIU only replacements** throughout the City (sections 1, 2 & 3) for residential, commercial, multi-family and industrial customers. A vast majority of these meters were installed over 20 years ago and are nearing the end of their useful life. A map of the city is included on page 33.
- 5.** The following language is revised on page 3 "Notice To Proposers":
The City of Evanston's Water Production Bureau of the Evanston Public Works Agency is seeking proposals from experienced firms for the installation of approximately **940 water meters with 940 new R900 Neptune Meter Interface Units (MIU) and 13,000 additional Neptune R900 remote MIU devices** throughout the City of Evanston.

Note: Acknowledgment of this Addendum is required in the Submittal.