

# RFP

## Questions and Answers

1. **Question:** RFP Page 11 Section 3 Equipment Needs: Is it to be assumed that the contractor will be supplying and replacing 32,530 residential water meters w/AMI 5/8" – 1" and that the remaining (3,470?) 1.5" – 10" water meters will be retro-fit with AMI endpoints only?

**Answer:** Yes

- a. **Question:** If so, what are the meter manufactures, sizes, quantities, and types for the 1.5" – 10" meters?

**Answer:** Please see attachment on website

- b. **Question:** Are all 1.5" – 10" meters currently equipped with functioning Encoder registers? If not, will the City be supplying the necessary competitive Encoder registers? No

**Answer:** No

2. **Question:** RFP Page 11 Section 3 Equipment Needs: Will the City be issuing meter serial numbers for 5/8" – 1" meters to the manufacture for this project?

**Answer:** Yes. The City will use sequential # system for all meters and will provide that information at the time of ordering.

3. **Question:** RFP Page 6 Section 4 Project Background: What is the City's current AMR system/manufacture?

**Answer:** Datamatic

- a. **Question:** Who will be responsible for disposing of the removed AMR modules?

**Answer:** City of Santa Fe

- b. **Question:** Do the current AMR modules have batteries?

**Answer:** Yes

- i. **Question:** If so, what type?

**Answer:** Lithium

4. **Question:** How will removed meters be disposed of?

**Answer:** The City of Santa Fe will dispose of the meters

- a. **Question :** Contractor or City Responsibility?

**Answer:** The City of Santa Fe Responsibility

5. RFP Page 10 Section 2 Product Requirements: "Verify GPS coordinates of the meters and other components."
- a. **Question:** What is the expectation? That meter/endpoint GPS be captured by the installer during the installation process and passed to the City with the installation data?  
**Answer:** Yes
    - i. **Question:** If so, is this to be Standard GPS or Sub-meter GPS Lat/Longs?  
**Answer:** Standard
6. RFP Page 11 Section 3 Equipment Needs: "The City's Current meters are equipped with both plastic and metal lids. A few of them are concrete and cast iron."
- a. **Question:** What are the quantity, manufacture, and sizes of the meter pit lid rings for the metal, concrete, and cast iron meter pit lid locations?  
**Answer:** over 25000 thousand lids, standard lids are 20" and 11 ½ both metal and plastic
  - b. **Question:** Are the meter pit lids Locking?  
**Answer:** Yes worm gear
    - i. **Question:** If so, will the City be providing tool(s) for unlocking and locking the meter pit lids?  
**Answer:** Yes
    - ii. **Question:** If not supply a lid locking tool(s), what is the tool type that needs to be used?  
**Answer:** City can provide tool to open meters
  - c. **Question:** Are any meters pits/vaults located in "traffic rated" areas?  
**Answer:** yes most meter pits are located near curb or driveways.
  - d. **Question:** Can existing plastic meter pit lids be drilled if necessary?  
**Answer:** **No to prevent meters from freezing meters should be able to read through a plastic meter lid**
7. **Question:** Does the City have a listing for Local and or Veteran Business's?  
**Answer:** Please see attachment on website
8. **Question:** Who does the City use for its SCADA infrastructure installation and maintenance?  
**Answer:** Automation Electric & Wonderlic Malic
9. **Question:** What is the City's preferred method of customer notification?

**Answer:** We can negotiate this

- a. Letters
- b. Door Hangers
- c. Other

10. **Question:** Will the City be providing any type of customer notification concerning this project:

**Answer:** Yes

- a. Water Bill Stuffers?
- b. Access Cable?
- c. Newspaper?
- d. City Web Site?
- e. Other?

i. **Question:** if so, when and how often?

**Answer:** Before project begins and through completion

ii. **Question:** Will notifications be done in conjunction with installation route work?

**Answer:** Yes

11. **Question:** What are the City's Insurance Requirements?

**Answer:** Any contractor is required to provide a certificate of insurance listing the City of Santa Fe as additionally insured with a minimum of \$1,000,000 coverage. This is standard.

12. **Question:** Will Federal, State, or Local background checks be required?

**Answer:** Yes-all 3.

13. **Question:** Will the City be providing any warehouse and or office space?

**Answer:** Yes-Outside only

a. **Question:** If so, how many square feet?

**Answer:** 10,000 feet. Plenty of room to bring in storage units

b. **Question:** If so, what are the hours of accessibility?

**Answer:** 8:00-5:00 M-F

c. **Question:** If so, will power, lights, and telephone be available

**Answer:** Yes

14. **Question:** What is the City's installation warranty requirement – (1) one year?

**Answer:** Yes. 1 Year.

15. **Question:** When and how do installations get turned back to the City? i.e.: deteriorated plumbing, difficult installation, no response from the end user, etc.

**Answer:** Contractor shall provide a list of all meters that can be installed at that point the city will evaluate those that cannot be installed and correct any plumbing issues and have contractor install meter after issue has been corrected.

16. Meter Valves: If defective and or broken water valves are found:

a. **Question:** Can the installation contractor shut off the curb stop?

**Answer:** yes but 90% of shut off will be angle valves with no curb stops unless they are galvanized services

b. **Question:** Will the City change-out inoperable water valve?

**Answer:** Yes

c. **Question:** Will the City supply water valves to the contractor for change-out?

**Answer:** If needed, yes

17. **Question:** What is the current condition of meter pits/vaults:

a. Flooded?

**Answer:** b. Backfilled with dirt sand, and or debris

18. **Question:** Are pre and post change-out digital pictures required?

**Answer:** This would be nice

19. **Question:** Is this a Prevailing Wage project?

**Answer:** The New Mexico Prevailing will be active. New Mexico Workforce Solutions

a. **Question:** If so, what are the job classifications for the project?

**Answer:** At this point this is not finalized, until after the final RFP is processed.

20. **Question:** RFP Page 11 Section 4 Scope of Work: "Obtain all Federal, State, and Local permits and licenses required for the installation....." What Federal, State, and Local permits and licenses does that City feel would be required for this project

**Answer:** Unknown

21. **Question:** Does the City have a recycling plan, program, location for cardboard boxes that can be utilized, free of charge?

**Answer:** Yes. Environmental Services.

22. **Question:** What are the City specified work hours/days for the installation contractor to perform installations?

**Answer:** M-F. 7:00 am-6:00 pm

a. **Question:** Can work be done on Saturdays?

**Answer:** Yes

b. **Question:** What are the City Holidays?

**Answer:** See new calendar

i. **Question:** Can work be performed on City Holidays?

**Answer:** Yes

23. **Question:** What will the City provide in the way of parts? i.e. gaskets, connection sets, valves, etc?

**Answer:** None

24. **Question:** Is there a de-watering requirement?

a. Sewers?

b. Other?

**Answer:** No

25. **Question:** Can Street Light poles/arms be used for mounting gateways?

**Answer:** At this time we cannot answer that question. We have to see if that street lights in question are owned by the City of Santa Fe and we would follow allow applicable local, state federal laws as well any restrictions imposed by neighborhood association. The Contractor will be responsible for researching.

a. **Question:** If so, are street lights power 24 hours a day?

**Answer:** Yes

b. **Question:** If so, what is the height of the street light pole?

**Answer:** 25'-40'

c. **Question:** If so, what is the street light voltage?

**Answer:** 277 volts

26. **Question:** Is there a City list of available gateway installation infrastructure such as, Elevated Storage Tanks, Ground Storage Tanks, Lift Stations, Street Lights/Traffic Signals, City towers, municipal buildings such as Police, Fire City, schools, etc.? Any other available gateway installation infrastructure?

**Answer:** Yes. Please see attachment on website

27. **Question:** Are there any double residential meter pit installations?

**Answer:** Yes

a. **Question:** If so, approximately how many?

**Answer:** Approx. 15%.

28. **Question:** What is the current Residential water supply line material? i.e. plastic, galvanized, copper, lead, or other?  
**Answer:** 92% is copper on yoke settings which will require expansion connector and 8% galvanized which may have re-setter settings.
29. **Question:** Will the City provide any type of support in locating and running electric for gateway transceiver installations?  
**Answer:** No
30. **Question:** If towers/poles need to be installed, is there a Federal, State, and or Local height restriction?  
**Answer:** Yes. Five Stories.
31. **Question:** What type of assistance will the City provide for meter/pit locates?  
**Answer:** Assistance as needed
32. **Question:** Regarding the 20% retainage indicated in the subject RFP:
- a. The 2001 new Mexico Retainage Act appears to limit retention to 5% :  
<http://ecmweb.com/content/new-mexico-passes-law-limiting-retainage>
  - b. Then in 2006 Statute 57-28 added interest for late payments, restated the 5% and allowed for Schedule of Values payments:  
[http://law.justia.com/codes/new-mexico/2006/nmrc/jd\\_57-28-5-134c9.html](http://law.justia.com/codes/new-mexico/2006/nmrc/jd_57-28-5-134c9.html)
  - c. In 2011 it appears Statute 57-28 was amended and withholding any payment was prohibited:  
<http://law.justia.com/codes/new-mexico/2011/chapter57/article28/section57-28-5/>
  - d. **Question:** Can the City confirm if 20% retainage is still applicable to the RFP, and if so supply the reasoning d. why the above are not relevant to this RFP.  
**Answer:** It is the City of Santa Fe's Legal Department's initial review that this project does not fall within the covered definitions in the New Mexico Prompt Payment Act, NMSA 1978, Section 57-28-2
33. **Question:** Will the City grant a 3 week extension on the RFP response due date?  
**Answer:** No
34. **Question:** Page 10-last item: Must not contain any lead content, please further define what is meant by "lead content"? Is it in the context of "lead free" bronze meters?  
**Answer:** Yes, lead free or plastic composite meters.

35. **Question:** Page 12 – First item: Provide multiple warranty options for the City to choose from. – please further define what is meant by “multiple warranty options

**Answer:** To provide for different length of warranty. Please provide price for 5, 10, 15 and 20 year.

36. **Question:** Page 15 Section s1 – 20% Retainage from each milestone. - It is our understanding that according to the New Mexico Retainage Act (2001) retainage is limited to a maximum of 5%. We respectfully request that the 20% retainage be removed from RFP requirements and the Sample Contract documents.

**Answer:** It is the City of Santa Fe’s Legal Department’s initial review that this project does not fall within the covered definitions in the New Mexico Prompt Payment Act, NMSA 1978, Section 57-28-2

37. **Question:** Please provide an ESRI ArcGIS shapefile of the meter service addresses and the water meter service area

**Answer:** Please see attachment on website.

38. **Question:** Please provide an ESRI ArcGIS shapefile of Utility owned infrastructure locations such as pump stations, lift stations, Elevated Storage Tanks, Ground Storage Tanks, city parks, city-hall, DPW garages, streetlights, etc. that can be used to mount a data collector.

**Answer:** Please see attachment on website.

39. **Question:** If an ESRI shapefile cannot be provided, please provide street addresses including zip code of the meters and infrastructure locations.

**Answer:** Please see attachment on website.

40. **Question:** What are the details for the “current pulse meters” referenced on Page 9 of the RFP?

**Answer:** We have approximately 500 pulse meters is the Badger/Orion pilot project. Plus, about 2,000 Badger meters scattered throughout the City of Santa Fe.

41. **Question:** How many “pulse meters” are there in the system?

**Answer:** 500

42. **Question:** What is the intent of the statement “Provide robust reporting options along with the ability to use business analytics”?

**Answer:** Santa Fe is looking for a solution that provides end-users the ability to easily extract data from the system. This extraction can come in the form of standard reports or custom report creation.

43. **Question:** Please clarify the statement “Provide scheduling capabilities for the data collectors”.

**Answer:** Santa Fe needs to be able to schedule the read frequency of the data collection units. For example, this could be hourly, daily, weekly, or monthly.

44. **Question:** Will the city please be more specific regarding the number of plastic, metal and concrete lids indicated on Page 11?

**Answer:** 90% are plastic lids

45. **Question:** Yearly power costs requested on Page 12 should be based upon what electric utility cost in dollars?

**Answer:** This is what we are asking the vendor to provide. We want them to tell us what it will take to operate their product. We want their specs similar to buying an appliance such as a TV or refrigerator

46. **Question:** What is intended by the statement on Page 12 – “Provide... all System operating information”?

**Answer:** Provide the City of Santa Fe on what it will take to operate your system, such as computer hardware requirements, operating software, what platform it would take to operate your software.

47. **Question:** On page 15, Section 1. Bullet point # 3. - The first line explains your 20% retainage from each milestone. Please explain what or when each milestone would be and also please define “deemed satisfactory” and how long the acceptance process will take. Additionally, it was stated in the pre-bid meeting that the retainage would be for professional services only. Please explain what aspects of the project fall under professional services and would therefore be subject to retainage.

**Answer:** The milestones will be determined during contract negotiations and be delivery points from the selected vendor’s scope of work. Deemed satisfactory means the solution is performing to meet City of Santa Fe requirements. Professional Services refers to any work being done by the vendor, i.e. implementation, training, and installation.

48. **Question:** We are a corporation headquartered and Incorporated in Newport News, Virginia. We have a primary location in Santa Fe where we have a permanent location, business license, pay local taxes, and employ local people. Will this make us eligible for local preference for this RFP?

**Answer:** No. Local preference is for companies with a principal place of business in Santa Fe. Corporate office must be in Santa Fe.

49. **Question:** With Christmas and year end approaching; many manufacturers will close for 2 weeks for their Holliday shutdown. Therefore, staff is very limited to assist with responses. Would you consider a 2 week extension for the bid due date?

**Answer:** No

50. Page 15, Point #3. Page 30, Point 2, e. Page 39, Point D regarding milestones and retention:
- a. **Question:** What are the milestones?  
**Answer:** See answer to question 47.
  
  - b. **Question:** How long will the retention be held?  
**Answer:** Retention will be the final payment. Typically at go-live.
  
  - c. **Question:** What is the acceptance criteria on the meter installations?  
**Answer:** Meters are performing to specification.
51. **Question:** Does the City have the financial resources to complete the installation of the meters in a timeframe less than 3-4 years?  
**Answer:** Yes the City plans to phase the project in 3-4 years. Each year the city will have budget
52. **Question:** How many of the City's installed meter pit lids are plastic? Who is the City's plastic pit lid manufacturer/supplier.  
**Answer:** 90% are Nicor plastic and 10% Ford metal lids