



REQUEST FOR PROPOSAL
2011-002-250

ADDENDUM A

FIRMS MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM WITH YOUR PROPOSAL

Advanced Metering Infrastructure

Questions and Answers, Revisions, Supplemental
Information and Attendance from Pre-Proposal Conference

June 17, 2011

1. PURPOSE

This Addendum supplements, modifies, deletes from, or adds to the original Request for Proposal (RFP) noted above and all of the requirements of the addendum are herein made a part of the RFP and any resulting contract documents.

2. REVISIONS (ADDITIONS)

Add the following terms and conditions to Section 8, *Contract Conditions*:

W. Performance Bond

The Contractor awarded any resulting Contract for implementation services shall furnish to Loudoun Water a performance bond equal to the total sum of the Contract amount conditioned upon the faithful performance of the Contract in strict conformity with the plans, terms, conditions and specifications of the Contract.

X. Liquidated Damages

Loudoun Water and the Contractor acknowledge and agree that Loudoun Water will incur damages if the Contractor fails to meet the projected completion dates set forth in the Project Plan unless Loudoun Water agrees to such delays in writing. The parties further acknowledge and agree that the damages which might be reasonably anticipated to accrue as a result of failure to meet one or more of the above are difficult to ascertain due to their indefiniteness and uncertainty. Accordingly, the Contractor agrees to pay liquidated damages at the following rate: a) \$1500 per calendar day for each calendar day the Contractor is late in meeting the deadlines set forth in the Project Plan. The existence or recovery of such liquidated damages shall not preclude Loudoun Water from recovering other damages which Loudoun Water can document as being attributable to the above referenced failures, including but not limited to the cost of internal staff hours or amounts paid to third parties as a result of such problem or delay.

Y. No Solicitation

No Contractor, or its employees or agents, may solicit business from Loudoun Water's customers while engaged on any contract associated with this project.

Z. Contractor's License Required

The Contractor shall engage by employment or subcontract at least one person who shall maintain a Virginia Plumber's License. This person(s) shall be responsible for supervising the work of all Installers and correcting any problems or damage to plumbing occasioned by the changing of the meters under the resulting contract. Offeror shall provide references for each such person. Loudoun Water reserves the right to approve licensed plumbers for work on this project. The Class shall be determined by the amount of the installation portion of the contract in accordance with Title 54.1, Chapter 11 of the Code of Virginia.

3. RESPONSES TO QUESTIONS

- A. Question - Is a Virginia Contractors License needed? If so, what Class?
Answer: Yes. Refer to Section 2, item Z, REVISIONS, of this document.
- B. Question - Are there Prevailing Wage Requirements for this project? If so, what are the required job classifications and pay grades?
Answer: No.
- C. Question - Are there Liquidated Damages? If so, what is the scale?
Answer: Yes. Refer to Section 2, item X, REVISIONS, of this document.
- D. Question - What are the Pilot Start Date/Pilot Length and the projected number of meter/transmitters to be installed?
Answer: Pilot testing will commence as soon as selected Offeror can provide the required hardware and software. Testing needs to commence no later than 30 days after mobilization. Mobilization to commence no later than 45 days from notice to proceed.
- E. Question - What is the projected number of Receivers needed for the two Pilot sites?
Answer: 250 meter endpoints per pilot site. The number of data collectors is to be determined by the Offeror.
- F. Question - Will the Pilot consist of walk by/drive by and fixed based solutions?
Answer: Loudoun Water requires a system that can operate as either a fixed or drive-by/walk-by.
- G. Question - Will all work cease during the Pilot phase? Thus requiring two contractor mobilizations.
Answer: No. Work may continue within the regions where the Pilot phase data collectors are located. Additional endpoints may be installed within range of the mentioned data collectors. Host software and backhaul communications must also be operational during the pilot phase. If systems do not perform as specified, the Offeror will either correct all deficiencies or restore the system to pre-contract conditions.
- H. Question - Are installation pictures & Lat/Longs needed? If so, are there specific picture requirements and lat/long requirements "location"?
Answer: Latitude/Longitudes are required for all installations. Pictures are encouraged to demonstrate pre and post installation conditions.
- I. Question - *Pit Set Meter Transceiver – capable of mounting to various types and thicknesses of pit lids – Cast Iron, Aluminum, Concrete, Composite or Plastic from ½" to 2 ½" in thickness. Page 22 E. 3. Will Loudoun Water be providing replacement "composite" lids for their existing Cast Iron, Aluminum, and Concrete lids? How will these lids be*

- obtained from Loudoun Water by the installation contractor?
Are there different shapes and styles of replacement pit lids?
- Answer:** Loudoun Water will be providing all lids that will be required during this project. All are either 12" or 20" lids. Lids will be distributed at a designated Loudoun Water facility.
- J. Question - Page 23 2E. 3. *Submit detailed installation drawing to Loudoun Water for review and approval.* Is an installation drawing to be submitted for all Data Collection Point installations?
- Answer:** Yes. These are to be general installation drawings depicting electrical and mechanical requirements. If there are unique situations, then individual drawings are to be submitted for each of these.
- K. Question - Page 23 G. 1. "...and other areas within the RFP - What are "Loudoun Water Regulations?"
- Answer:** This refers to Loudoun Water's Rates, Rules, and Regulations as well as Loudoun Water Standards. This information is available at Loudoun Water's web site, www.loudounwater.org.
- L. Question - Page 24 J. Is the contractor responsible for *any* customer notifications? If so, what type and method is required, and how many attempts?
- Answer:** Loudoun Water will be responsible for notifying customers.
- M. Question - Page 24 J. 7. *Offeror work hours are restricted to 9:00am to 6:00pm on weekdays. Work on Saturday, Sunday, and Holidays is not permitted.* Will exceptions be made to accommodate customer requests outside of these hours and how should those be communicated between the installation contractor/Offeror and Loudoun Water? Also, what is the Loudoun Water Holiday schedule, for the next three years?
- Answer:** Work will be allowed only during daylight hours. Hours can be modified for installations as early as 7 a.m. and no later than 7 p.m. Work will only be allowed in regions where customers have been notified. Please reference Section 4. Attachments, for Loudoun Water's Holiday schedule.
- N. Question - Of the 62, 000 meters, what sizes and how many of each is to be replaced?
- Answer:** A database indicating meter sizes and locations is included with this Addendum.
- O. Question - What percentage/areas will be considered walk by/drive by and what percentage/areas will be considered fixed base? At sometime in the future will the walk by/drive by areas be considered for migration to fixed base?

- Answer:** All meters are to be fixed base. The system must have the capability of operating in drive-by/walk-by mode if the data collector(s) is not available.
- P. Question - How much advanced notice will be given prior to the commencement of the Pilot?
- Answer:** Refer to questions D. and G. above.
- Q. Question - Will Loudoun Water assist in the location of AC power sources for the Data Collection Points? Will permits and fees be required for acquiring power for Loudoun Water owned facilities
- Answer:** It is the responsibility of the Offeror to designate the locations of the data collectors. As per the RFP, the Offeror is also responsible for securing locations that are not owned by Loudoun Water. This includes securing the power required to operate these facilities.
- R. Question - Does the customer have a "recommended" expansion connector that they would like to use?
- Answer:** Current expansion connectors are supplied by AY McDonald and Ford Meter Box Company. As per the RFP, any supplied expansion connectors must be ANSI 372 (low/no lead) compliant.
- S. Question - Page 27 P. What is the method for communicating "Lead Pipe service lines" to the customer? Can an installation take place even though the end customer has a Lead Pipe service line?
- Answer:** Due to the age of Loudoun Water's systems, we are not aware of any Lead pipe service lines. If any are encountered, the Offeror will notify Loudoun Water in writing as to address of service lines. Installations will still proceed.
- T. Question - Page 34 F. 2. & 4. *The Offeror will be required to "Unload" product at a location designated by the customer.* Is this for a Loudoun Water location only or does this include a contractor's location as well?
- Answer:** Customer refers to Loudoun Water. Products will be unloaded at a location to be agreed to by Loudoun Water and the Offeror.
- U. Question - Page 21 B. 2 *AMI Radio Survey*, B. 3 *Radio Path Analysis* and B. 4 *Radio Propagation Study based on data obtained from field measurement at proposed Collector Unit locations and elevations.* Please elaborate on the exact requirements of the AMI radio survey. Will a radio path be required for each endpoint location of each Data Collector Unit location?
- Answer:** A radio propagation study needs to be complete that indicates anticipated signal strength between the endpoints and the associated data collectors. If the installed

- infrastructure deviates from the radio survey results, the Offeror cannot modify overall contract price. Significant deviation from results of radio propagation study as to the required number of data collectors included in the proposal may be grounds for cancellation of the contract with the successful Offeror.
- V. Question - Page 30. 2 Can the narrative responses for this section be included in the Appendix A?
Answer: Narrative responses are to be submitted as part of the overall response, but not part of the table in Appendix A.
- W. Question - Is the RFP and/or Appendix A through C available as a Word Document so that we may respond within the document?
Answer: Yes, please refer to Section 4. Attachments
- X. Question - Is an ArcGIS shapefile available that defines the services area?
Answer: Yes. This will be provided with this Addendum.
- Y. Question - Due to the July 4th holiday, will Loudoun Water consider extending the due date by 1 week?
Answer: No. The due date for all proposals will be July 6, 2011.
- Z. Question - Related to the AMI Sites document on the CD handout -Do you have the available heights for mounting DCU antennas on these structures?
Answer: Top elevations were provided as part of the document on the distributed CD.
- AA. Question - "It was indicated in the RFP and in the pre-bid meeting that all new 1" and smaller meters provided as a part of this project should include an expansion connector. Can Loudoun please specify the current approved products and manufacturers they are using for this connector? It was also stated in the pre-bid that the vast majority of the residential meters are in meter yokes, can Loudoun please specify the brand and model of the current yokes?"
Answer: The cost for the expansion connectors is to be included as an optional line item cost. These products are listed in Loudoun Water's Engineering Design Manual Appendix G, Page 52. This is available on the Loudoun Water web site.
- BB. Question - Is there a meter location, size, type, database available?
Answer: A CD is available and was handed out at the pre-proposal conference that contained the street addresses. Size and type of meters will be forthcoming. Please treat information as confidential.
- CC. Question - Is the meter age available?
Answer: The date of meter installations is included in the additional meter information included with this Addendum.
- DD. Question - Is the option open to convert to encoder or repair existing RTRs?

- Answer:** Offerors can indicate whether the proposed system will work with the existing RTRs. It is Loudoun Water's intent to have one type of meter register (encoder, RTR) throughout the entire system.
- EE. Question - Can we modify installation pricing table to show multiple options?
Answer: Table must be completed as shown. Additional items can be included as part of the main response to the RFP.
- FF. Question - What do the following County Abbreviation Definitions that are in the Excel File of the CD stand for: SOUT, ALDI, CHAN, STER, ASHB, LEES, MIDD?
Answer: These abbreviations indicate local areas with Loudoun Water's Service Area: SOUT = South Riding, ALDI = Aldie, CHAN = Chantilly, STER = Sterling, ASHB = Ashburn, LEES = Leesburg, MIDD = Middleburg
- GG. Question - Will a laptop be required in pricing?
Answer: Yes, for the Vehicle Basestation.
- HH. Question - What is the parameter for responsibility of liability?
Answer: Contractors will be responsible for any damage within meter pit or any other damage that is an obvious result of installation services. This includes both meter and data collector installations.
- II. Question - Can you provide a rough estimate or map on fire hydrant spacing?
Answer: Hydrants are spaced as per Loudoun Water Design Requirements available in the Engineering Design Manual on the Loudoun Water website.
- JJ. Question - Will the lids be purchased by Loudoun Water?
Answer: Loudoun Water will purchase and provide the lids to the installer in the next phase of the project. Two size lids 12" or 20". Lids are plastic.
- KK. Question - Is the intent to replace all lids with new ones?
Answer: Loudoun Water intends to replace all lids that aren't plastic.
- LL. Question - What type of lids are currently in the field
Answer: Approximately 3000 are plastic lids, the rest are cast iron.
- MM. Question - Are you replacing meter set-up or just meter?
Answer: The Offeror should specify the most optimal solution based upon their product offerings. If the Offeror's solution requires replacement of the meter setting, this cost should be included in the proposal. Likewise, if the Offer proposes to replace just the transmitters, these costs should be reflected in the proposal.
- NN. Question - Are you planning to replace large meters because there was no pricing listed in the RFP?
Answer: Pricing will be provided for all meter sizes. Installation services will be limited to residential meters in pits only.

- OO. Question - Are the current meters all in a single crock?
Answer: No. Loudoun Water has a small amount of dual meter settings.
- PP. Question - How many dual settings are in existing system?
Answer: Between 250-500.
- QQ. Question - Pricing for service side leak detection?
Answer: Leak detection for the customers must be included. Supply side leak detection (Permalog or other) can be included as an option.
- RR. Question - Pricing for shut off valves?
Answer: You can provide as an option. Provide a line item for additional item pricing.
- SS. Question - Can you provide construction pipe size for acoustic leak detection?
Answer: Pipe size ranges from 4" to 36". Pipe is ductile or cast iron.
- TT. Question - Can we prove to Loudoun Water that the through lid mounting kit is more expensive?
Answer: Loudoun Water has determined that having the meter endpoint come through a recessed hole in the lid provides a better signal strength. A business case for through lid vs. under lid can be proposed, but must indicate results from radio signal strength studies to show performance.
- UU. Question - Is it possible to get a more detailed list of Loudoun Water's infrastructure besides just the 9 vertical locations listed?
Answer: Yes. A listing will be available. Please reference Section 4. Attachments, of this document.
- VV. Question - Can the three year deployment be shortened?
Answer: Please submit responses for the three year deployment period to keep responses on an even playing field. We will consider alternative deployment schedules during the Negotiation Phase.
- WW. Question - Is the 9:00AM start time and working hours set in stone?
Answer: Refer to question M above.
- XX. Question - What is the percentage of pit vs. wall mounts?
Answer: 98.9% pit, 1.1% wall mounts are mainly found in commercial (can be in vaults, crawl spaces, basements).
- YY. Question - Will an appointment need to be made to replace pits
Answer: No.
- ZZ. Question - Pricing for encoder registers?
Answer: Offerors should provide pricing for their proposed solution.
- AAA. Question - When is the next phase of the project?
Answer: As per the RFP Schedule, the next phase will be the short list notification to Offerors, and the scheduling of interviews and demonstrations. The tentative schedule for short list notifications is July 20, 2011. The tentative schedule for vendor interviews and demonstrations is August 1-3, 2011.

- Once an apparent successful Offeror has been selected, then negotiations will begin.
- BBB. Question - Can we use third party locations?
Answer: We are looking for vendors to tell us where collectors are required.
- CCC. Question - Does Loudoun Water have Ethernet or Wi-Fi?
Answer: Loudoun Water does not have any existing infrastructure. We are looking for your input.
- DDD. Question - Are the existing meter boxes solid?
Answer: The existing meter boxes have an open bottom; primarily yoke with expansion connectors and some copper setters.
- EEE. Question - Will Loudoun Water provide a warehouse to work out of?
Answer: No.
- FFF. Question - Can the 60 page limit exclude catalog or data sheets?
Answer: Catalog cut and data sheets can be submitted and are not part of the 60 page limit to the RFP response.
- GGG. Question - What age for meter change out vs. retrofit?
Answer: Meter change out will be determined by a cost benefit analysis provided by the Offeror.
- HHH. Question - 62,000 retrofit or meter change out?
Answer: Refer to question GGG.
- III. Question - Existing Meters?
Answer: Existing residential meters are BadgerMeter with RTRs using the Orion or TRACE radio endpoint. Refer to meter database as provided.
- JJJ. Question - In the RFP for meter replacement the installer is providing expansion connectors. How should we do pricing?
Answer: List pricing per meter up to 1".
- KKK. Question - What is the service pipe material? Are there any lead pipes?
Answer: Mostly copper with a small percentage galvanized. Refer to question S above.
- LLL. Question - Who is responsible to pay for the integration to existing system?
Answer: If a particular output format is required from Loudoun Water's billing (currently MUNIS) software, then Loudoun Water will pay for the development of an interface to create the output from MUNIS, and make it available to the AMI/MDMS system. Loudoun Water's preference is to purchase an AMI system that is sufficiently flexible such that it can interface directly with many common billing systems, and read common file formats so that significant interface development and customization is not required. Loudoun Water will also pay for the development of a similar interface to read AMI/MDMS data into our billing system, if no common interchange format exists. All other interface development (reading data into the AMI/MDMS system, and

- outputting data from the AMI/MDMS system to the billing system) will be the responsibility of the AMI/MDMS vendor.
- MMM. Question - Will the current system MUNIS be able to input the file into billing cycle? What's currently available?
Answer: We are currently moving data between our meter software and MUNIS using TXT files.
- NNN. Question - Was this a mandatory pre-bid meeting?
Answer: No.
- OOO. Question - Who is the manufacturer of the pit lids? Are the pit lids RF friendly?
Answer: Pit lids manufacturer has not been finalized and there will likely be multiple approved manufacturers. New pit lids will be made of a non-metallic composite material with a recessed hole to accommodate the radio transmitter.
- PPP. Question - What are the dimensions of the holes in the pit lids?
Answer: The through hole in the lids will be 1 3/4".
- QQQ. Question - Will latitude/longitude coordinates be provided for the hydrant meters?
Answer: No. Hydrant meters are portable and have no fixed locations. Hydrants are installed as per Loudoun Water's Engineering Design Manual available on the Loudoun Water web site.
- RRR. Question - What is meant by "remotely monitoring the system"?
Answer: This means that the proposed system must be capable of monitoring the infrastructure and endpoints in order to provide diagnostic and optimization capabilities.
- SSS. Question - Would you be interested in a mobile solution for remote accounts within the District's territory?
Answer: The proposed system is to provide fixed base operation with the capability of mobile/walk-by operation in the event of a data collector failure.
- TTT. Question - Does Loudoun Water have a Virginia Engineer in place for the tower certification? If so, what are the fees that we will incur?
Answer: No. Loudoun Water does not have an engineer for tower certification.
- UUU. Question - Can data collectors be mounted on Municipal street light poles and be powered by the use of an OWL on top of the Municipal street lights? Is there power to the street lights 24 hours per day? In all Municipalities?
Answer: Loudoun Water does not own any of the street lights within the service area. There are numerous Municipalities and Associations that own and operate street lights.
- VVV. Question - Can we get a list of Loudoun County buildings, lift stations, and any other Loudoun County properties that could be used

to install data collectors? Can Lat/Longs or address be provided?

Answer: We will provide a listing of Loudoun Water facilities with either street addresses or Lat/Longs. Loudoun County facilities will not be listed as they are not owned by Loudoun Water.

WWW. Question - Can Loudoun Water provide a list of municipalities within Loudoun County along with appropriate contact information for each municipality so that they can be contacted for potential Data Collector installations within their respective Municipalities?

Answer: Loudoun Water can provide contact information for municipalities, but not homeowner associations at the time of contract award.

4. ATTACHMENTS

Loudoun Water will provide to prospective bidders the documents and data files listed below.

The following documents were included in the RFP and are available in Word version:

- AMI System Price Proposal (pg 32-33)
- References (pg 46)
- Section I-Offeror Identification and Loudoun Watership Disclosure (pg 47)
- Rider Clause (pg 48)
- Appendix A-AMI Product Functions
- Appendix C-Ownership Cost Details
- Holiday Schedule

This information is considered confidential.

- Contact Listing
- Meter Listing
- Remote Facilities
- All GIS Data Files

The attachments are located at: <https://stream.loudounwater.org> and requires a user name and password.

If you are interested in accessing the data information, you must sign the Confidentiality & Non-Disclosure Agreement (located within this Addendum) and return to the attention of Courtne Coates, ccoates@loudounwater.org. Courtne Coates will email the user name and password upon receipt of the signed *Confidentiality & Non-Disclosure Agreement*.

Note: FTP Instructions: Go to <https://stream.loudounwater.org>. Run the required installers. Login with the credentials and click the folder named "Public". Then download the file "RFP 2011-002-250 Advanced Metering Infrastructure.zip".

Loudoun Water Confidentiality and Non-Disclosure Agreement

As part of the Addendum to RFP 2011-002-250, Advanced Metering Infrastructure, Loudoun County Sanitation Authority d/b/a Loudoun Water will provide to prospective bidders the documents and data files listed below. The documents and data provided within these files are confidential and may not be copied or distributed without Loudoun Water’s prior written permission. These data files are provided to your company for the support of your response to the Request for Proposal No. 2011-002-250 Advanced Metering Infrastructure and may not be used for any other purpose. It is your responsibility to secure access to these data and all products derived thereby, and to treat said documents and data as confidential. These data and all maps thereby derived therefrom are considered best available information and are provided “as-is” without warranties of any kind, expressed or implied, including but not limited to warranties of suitability to a particular purpose or use.

By signing this document in the space provided below you acknowledge and agree to the terms above.

Confidential Information:

- Contact Listing
- Meter Listing
- Remote Facilities
- All GIS Data Files

Company Name

Authorized Representative (type or print)

Signature

Date



5. ACKNOWLEDGEMENT OF RECEIPT OF SUPPLEMENTAL INFORMATION

Please acknowledge receipt of this Addendum to RFP No. 2011-002-250 by signing and including the following acknowledgement as Appendix C, and include with the contents of your proposal.

ACKNOWLEDGEMENT OF ADDENDUM A

Addendum A for RFP 2011-002-250, Advanced Metering Infrastructure, has been received by the undersigned and will be incorporated in all copies of said specifications in the possession of the undersigned.

This Addendum consists of 13 pages, including cover page.

My signature below acknowledges receipt of this Addendum and certifies that my proposal submission includes all information, modifications, additions or deletions pertaining to this Addendum and the RFP.

Legal Name of Vendor/Firm: _____

Authorized Signature: _____ Date: _____

Name and Title (Typed): _____

Return this page with your RFP submission

Prepared by: (Loudoun Water Representative: Courtne Coates, Purchasing Assistant)