



**Addendum No. 5 – January 8, 2024**  
**RFP23125: Advanced Metering Infrastructure (AMI)**  
**Solution**

**QUESTIONS AND RESPONSES TO PROPOSER RFP INQUIRIES**

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**Part 4, item 8 – Ability to meet the specifications**

A maximum of 6 pages is allowed and we are wondering if it's possible to increase the page limit to 10 or 15? If not, how would you like us to include this information? The specification section in the RFP is 6 pages, and showing the ability to meet the specs will require more than 6 pages.

**The City will adjust this limit to 10 pages.**

**Part 4, item 4.c. – Past Relevant Experience**

How many references do you want? Can you please confirm what you want for pictures? Installed meters? Installed Collectors? Work order completion report?

**Minimum of three references. The City encourages proposer's to include references that are similar and/or applicable to Fargo.**

What is the approximate square miles of the geographic area of the meters to be covered under this contract?

**Approximately 45 square miles.**

Will meters be installed in contiguous routes?

**The exact approach for replacing meters is not currently identified; however, the City assumes that the meters will be replaced in contiguous fashion. The City intends to work the awarded bidder on a meter replacement strategy that is efficient and accommodating for existing customers.**

What is the target start date for the project?

**Summer of 2024**

Who takes possession of the old meters and registers?

**The City of Fargo.**

Since the Contractor is to notify the customer, prior to work, Will the city allow mailers or door hangers?

**Yes, the City will allow mailers and door hangers.**

Will the City provide a place for the contractor to drop a storage container?

**Yes**

Is the Utility Tax Exempt?

**Yes**

Will we be disconnecting any devices, i.e. old touch pads etc.?

There are no old touch pads, but the City expects the proposer to provide a complete AMI system. If devices are no longer applicable and/or relevant, the City expects the proposer to disconnect the old devices and provide to the City.

Is door knocking allowed?

Yes, as a last resort the City will allow this.

Will the contractor be installing any fire meters?

To the City's knowledge, no.

Do the existing 1 ½" and 2" meters have flanged or threaded ends?

Best of our knowledge, this class of meter is all flanged.

What is the procedure for any inoperable or broken valves?

The City expects the proposer to utilize their retained master plumber to fix and/or replace any inoperable valves.

Page 2 of the original RFP document lists a quantity of 935 for the 1" meters.

Attachment A lists a quantity of 924 for the 1" meters.

Attachment C lists a quantity of 735 for the 1" meters.

The correct number of 1" meters to utilize within proposals is 935 meters. The 735 within Attachment C was a typo.

Does the city prefer stainless steel bolts for the flange kits on the commercial meters?

Yes.

Are you able to provide a more detailed number of how commercial meters are in pits? It will be hard to provide an accurate installation quote without this information.

Best of our knowledge, less than 10.

(Ref: pg. 5, "final\_ami\_rfp\_-\_city\_of\_fargo\_11\_6\_23" / Subsection 2.2.2 Bid Package B) For pricing and meter installation staffing projection purposes, please provide the anticipated total number and/or percentage of existing legacy meters that the Contractor will be required to replace (by meter size).

This number is not known by the City, as this is a recommendation that the City is looking for the proposers to provide.

(Ref: pg. 11, "final\_ami\_rfp\_-\_city\_of\_fargo\_11\_6\_23" / Subsection 3.5 Training Specifications) Are there any mandatory City hosted training sessions for the Contractor's field personnel (e.g. City hosted "health & safety orientation")? If yes, how long is the session or sessions (e.g. ½ day)?

Possible short install meeting for coordination.

(Ref: "addendum\_no.\_2\_ami" / Q&A #19) Please confirm if a licensed plumber is mandatory for all meter replacement / installation (ref: 5/8" through 12" inclusive)?

Per Addendum No. 4, "For the installation of water meters; If approved by the City or State jurisdiction, all work shall be accomplished under the direction and recommendation of a master plumber, licensed in the State of North Dakota. For a typical water meter change out, an employee of the contractor with experience in water meter change outs can accomplish this task without being a licensed plumber in the State of North Dakota. However, the contractor must have a master plumber available to assist as needed.

For further clarification of the above language, each vendor/supplier/contractor responding to this RFP shall have a master plumber, licensed in the State of North Dakota, as a part of their team."

(Ref: "addendum\_no.\_2\_ami" / Q&A #25) As the Contractor is not permitted to add a separate line item for the installation of ground wires, for pricing and staffing projection purposes, please provide the anticipated total number and/or percentage of metering applications where the Contractor will be required to install a ground wire.

The City does not have this info.

(Ref: "addendum\_no.\_2\_ami" / Q&A #37) For pricing purposes, please confirm if the Contractor is to include the associated warehousing for the purposes of this contract, including provision of facility, warehouse management, inventory control, content insurance, etc.

The City is seeking a comprehensive AMI solution with all-inclusive pricing. If this is an expense to the proposer, it should be included within the prices included in your respective proposal.

(Ref: "addendum\_no.\_2\_ami" / Q&A #40) Please confirm who is to be responsible for the provision of customer communications related consumables for the purposes of this contract such as notification postcards, door hangers, etc. (ref: City or Contractor).

Customer outreach, including postcards, door hangers, etc., is the responsibility of the proposer and should be reflected in the bid prices submitted.

(General) Is the Contractor required to utilize unionized installation personnel for the purposes of this contract?

No preference to the City.

(General) Does the City intend to apply SLA, performance-based penalties and/or liquidated damages for the purposes of this contract? If yes, please provide associated details, including penalty / LD amounts.

Although a final determination has not been made by the City, liquidated damages will be considered and may be incorporated into the final agreement with the awarded proposer. Proposer's should include a realistic schedule of when they feel the project could be completed. The City may elect to incorporate liquidated damages to be in effect after the dates proposed by the awarded proposer.

(General) It is our understanding that the Contractor is to provide the in-field work order management system (WOMS) for the purposes of this contract. Please confirm, or if City is to provide, please provide additional details regarding the WOMS that will be used for the purposes of this contract (system name / manufacturer, handheld make / models, etc.)..

The City does not have a preference on what WOMS the proposer utilizes.

(General) Is the Contractor required to capture GPS coordinates as part of the in-field meter installation and if yes, to what precision are the GPS coordinates to be based on (e.g. +/- 3 meters)?

Meters need to be activated at physical location.

(General) As part of the City's download file for the Installation Contractor, will there be account specific notes (special instructions) and codes indicating physical meter locations, access issues, safety issues/alerts, etc. (e.g. "key" numbers, "bad dog", "meter in backyard", etc.)?

No

(General) As part of the City's download file for the Contractor, will all meters be "blended" within the same route/route sequencing structure (ref: residential and commercial metering applications)? If no, please provide the associated details regarding metering applications that are to be downloaded as a separate file for the Contractor (e.g. meters =>3" to be downloaded as a separate file).

File will be separated by meter size.

(General) Will the City provide overnight parking for the Contractor's fleet vehicles (secure or other)?

Yes

(General) Is it acceptable for the Contractor to include pricing notes for clarity purposes as part of their RFP response?

Yes, that is acceptable.

(General) Are there any unique meter installation related service requirements (e.g. boats, ferries, ATVs, etc.)? If yes, please provide associated details including total applicable metering applications.

No.

(General) Of the total available customer base within the City's general service area, what is the current approx. meter saturation percentage (e.g. 95% of all available customers have a water meter (versus private well or other))?

The City is unsure what is meant by this question. 100% of City of Fargo water department customers have a City-owned water meter.

(General) Please provide the approx. total number and/or percentage of small commercial metering applications, by meter size (e.g. strip malls, convenience stores, etc.).

The City does not have this data readily available. Most meters that are greater than 3/4" are commercial, industrial, or multi-family water meters.

(General) Assuming that the City's download file to the Installation Contractor will mimic that of their manual meter reading routes / route sequencing structure, is the current meter reading route sequencing structure considered as efficient allowing for optimal in-field productivity (e.g. contiguous, "premise-to-premise" with no skips and minimal "dead walks"/downtime)? If no, please provide associated details.

Not following by current meter reading route but will be efficient.