



REQUEST FOR PROPOSALS METER READING USING PHOTO TECHNOLOGY

BID NO: 19-19059

**Addendum No. 1
June 26, 2019**

Questions and Responses

1. **Question:** Our understanding is that meter data needs to be captured every hour, and a time stamped photo proof of the meter is required once daily. Does the meter data need to be uploaded every hour, or can all the data (including the daily time stamped photo) be uploaded to the cloud platform once daily? At what frequency does the data need to be updated on the cloud server?

Response: *SAWS is satisfied with once daily minimum upload of the hourly reads and the 11:59 PM time stamp photo. SAWS concurs with questioners' interpretation and the minimum frequency for data to be updated on the cloud server should be once daily. Respondent should describe any flexibility they have or recommend with their solution (pros and cons), but must meet the minimum request.*

2. **Question:** Can we get a better understanding on the space and conditions available at the meter locations? Is there space available to mount a proposed solution to capture the photo of the meter? What are the lighting conditions? Are they above ground or below ground level?

Response: *Staff is currently conducting deployment reconnaissance. Most meter boxes and or vaults will have a minimum of 6" clearance above the meter register, and are located below ground level in a utility meter/vault box with minimal to no lighting.*

3. **Question:** Will the contractor have access to electricity / power at the meter locations or is it required that the capture and transmission device be self-powered / battery operated?

Response: *Power is not available. For this reason SAWS recommends proposals to focus on a self-powered/ battery operated solution.*

4. **Question:** Page 3, Items 3.a and 3.e under Installation and Deployment: What is the "prioritized group" that must be deployed within 30 days, and is this different than the rest of the system that must be deployed within a two (2) month period per item 3.e?

Response: *All SaaS components, trainings, supplies, and a minimum of 50 components installed, are to be accomplish within the first 30 days. Any installs not occurring within the first 30 days will be required to be installed within the following 30 days (2 month period). Since SAWS is seeking a cost effective strategy and simple to deploy/maintain it anticipates Responder/Vendors participation in a subset of the initial 150 units.*

For example, 50 units or more installed as part of the training during the initial 30 days with the selected solution provider, thereafter will utilize SAWS staff/meter technicians to complete the remaining units. So, they are one in the same. SAWS has some flexibility should the 60 day schedule slip due to SAWS own schedule constraints or any field constraints. SAWS believes with the site visits currently being conducted a maximum deployment can and will be accomplished within the 60 working day schedule allowing for an anticipated 10 month evaluation period. SAWS encourages solution responders to rely on what has worked for them in similar projects in the past and provide a recommended approach in line with the request.

5. **Question:** Page 4, Item 4.e under Maintenance, Upgrades, and Support; and also referencing Exhibit C Compensation Proposal: With regards to the predetermined rate for SAWS' option to upgrade equipment and hardware, how do we express this rate as a percentage as required in Exhibit C? A percentage of what?

Response: *SAWS is seeking a simple cost effective solution via a **lease agreement**. SAWS has provided Exhibit C as a means of organizing and to capture proposal compensation. It is up to the responder to determine how they would like to represent their compensation within the forms structure.*

The Exhibit C pre-determined percentage rate would be a markup percentage on top of the per unit price of the hardware or a markup percentage on the cost of the software/support in the event of an upgrade. If you have any additional information to provide regarding pricing please include it in the sealed envelope along with Exhibit C.

6. **Question:** Page 10, Item 12. Exhibit A-Proof of Insurability. Please confirm we are understanding correct. On page 10, Item 12 section a, states that respondent shall submit with their proposal a copy of a Certificate of Insurance and in Exhibit A indicates that we don't need to submit the Certificates until after selection. When do we submit the Certificate(s) of insurance?

Response: *Correct. The awarded firm shall submit the Certificate(s) of insurance upon notification of award.*

7. **Question:** 5. Page 3 Item 3.d. under Installation and Deployment: Does SAWS wish for us to deploy the initial 150 units and train the SAWS staff for future deployments, or will SAWS staff be responsible for deploying some of the initial 150 units? Is it correct to assume that all future deployments will be done by SAWS staff after we have trained them?

Response: *This is related to the response provided for question number #4 above. SAWS does anticipate carrying some of the load and responsibility for deployment, though we are looking for the solution providers' proposal, knowledge and past experience to recommend an approach. To be explicit, we would need at least 33% (50 units) of the installs to be installed by the vendor. SAWS will be responsible for the remaining balance assuming that SAWS staff has been properly trained.*

8. **Question:** 6. Exhibit C Compensation Proposal in Table 1 Initial 12 Month Demonstration Term: Is the Unit Pricing in Item 1 to be a combination of hardware and monthly unit pricing, or do we only use one of them as our pricing method?

Response: *On Exhibit C in Table 1 under Item 1 the unit price per 150 units should be provided per unit and in addition should be multiplied by 150 units for the per month price. Next, the per month price should be multiplied by ten months and filled in under the Extended Price. If the vendor has additional information or another pricing structure it may be included in the sealed envelope along with Exhibit C.*

9. **Question:** Attachment A. Is it possible to identify which meters are in meter boxes and which meters are in vaults?

Response: *Approximately 50% of the initial 150 units are in vaults with minimum of 6" clearance, but most having more. The other half are meter boxes.*

10. **Question:** Attachment A. What is the lid construction for each meter size? Example, polymer, concrete, cast iron, steel etc.

Response: *Most vaults/meter boxes will be equipped with metal access panel or lids. Some smaller meters less than 3" may be plastic or polymer.*

11. **Question:** Attachment A. Please provide dimensions of vaults and lid diameter along with SAWS gas sniffing requirements for confined space entry.

Response: *The focus of the project does not involve any conditions covered under confined space standards. Most vaults and applications are 2-3' in depth and well ventilated. Meter reading and testing is routinely done on all locations. Encounters with vectors or opening the lids will be the primary safety concern, which SAWS will assist on all installations and or conduct on their own.*

12. **Question:** Will SAWS allow for price escalations for future phases-based CPI or some other index? This could be from tariffs and standard component increase costs.

Response: *A price escalation can be considered and would be added to the contract before finalizing the agreement. In the sample contract section 9.7 Firm Pricing/Fee Changes can be modified.*

End of Questions and Responses

ACKNOWLEDGEMENT BY RESPONDENT

Each Respondent shall acknowledge receipt of this Addendum No. 1 by noting such and signing below.

This undersigned acknowledges receipt of this Addendum No. 1 and the bid proposal submitted herewith is in accordance with the information and stipulations set forth.

Date

Signature of Respondent

End of Addendum