

Pre-Bid Agenda

City of Mertzon ARPA 2205 Request for Proposal (RFP)-Advanced Water Metering System

May 21, 2024, 10:30 am

City of Mertzon, 104 S Park View, Mertzon, TX 76941

1. Welcome and Introductions

- City of Mertzon
- GrantWorks
- Interested Bidders

This meeting allows potential bidders to ask questions and seek clarifications about the RFP documents, scope of work, and any other requirements.

2. Project Overview

The city of Mertzon is seeking to enhance its water meter infrastructure and is inviting bids for the acquisition and setup of AMI or AMR smart water meters, along with the necessary software systems. Presently, the city manually monitors all 350 water meters and is aiming to streamline this process through modern technology.

Residential meters are included in the base bid with an unknown percentage of standard meters at ¾” by 5/8” size and 1’ meters. Awarded bidder to determine exact quantity at during performing scope-of-work. Additionally, commercial meters at the 2’ size would be included in the additional alternative pricing sheet.

Scope of work

1. Meters
2. Communication Architecture
3. Other System Performance Parameters
4. Installation

Active Water Meters have been identified as:

294 - Residential active meters

15 - Institutional

40 - Commercial active meters

Most of the 294 active residential meters are size ¾” Standard Meters. However, some are 1” meter the exact amount of either is unknown currently.
 55 – 2” meter

Currently the City uses RVS billing software and manually reads each meter at location.

Timeline and milestones

Note: All dates are tentative, and the City reserves the right to change these dates at any time. At the sole discretion of the City events listed in the Schedule of Events are subject to scheduling changes and cancellation. The city will make public any changes to stated.

EVENT	DATE/TIME
<i>Pre-Bid Meeting/Site Visit</i> OPTIONAL	Tuesday, May 21, 2024, at 10:30 am Central Time Location: City of Mertzon 104 S Park View Mertzon, TX 76941
<i>Solicitation Release Date</i>	Thursday, May 9, 2024, at 12:00 p.m. Central Time
<i>Deadline. For Submitting Questions</i>	Wednesday, May 16, 2024, at 2:00 p.m. Central Time
<i>Deadline for submission of Solicitation Responses</i> [NOTE: Responses must be RECEIVED by the City/County by the deadline.]	Thursday, May 30, 2024, 10:30 am Central Time
<i>Bid Opening</i>	Friday, May 31, 2024, 10:30 am
<i>Evaluation Period</i>	May 31, 2024-June 3, 2024
<i>Anticipated Notice of Award</i>	June 3, 2024

3. ARPA Requirements

- Davis-Bacon Act/ Prevailing Wage
- SAM.gov
- Buy America preference, AIS, & EPA Drinking Water and Clean Water State Revolving Funds are recommended, but not requirements for this project.

- Information on funding allocations and reporting procedures.
- Q&A session on ARPA requirements

4. Bid Process Overview

- Explanation of the bidding process
- Submission guidelines and deadlines
- Evaluation criteria

Rating Sheet

Grant Recipient:	Program: American Rescue Plan Act
Name of Respondent:	RFP Title: Advanced Metering System
Evaluator's Name:	Date of Rating:

Rate the Respondent of the Request for Proposal (RFP) by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from past experience with the Respondent and/or by contacting past/current clients of the Respondent. Respondents proposing to offer specific services (environmental or buyout only) will be scored only on those services.

Rate the respondent in the following areas:

	Factor	Maximum Points	Score	Comments
1.	Vendor Experience with AMI or AMR Hardware	20		
2.	Software and Reporting Capability	10		
3.	Vendor References	10		
4.	Proposed Initial Cost	30		
	Proposed Operational/Life-Cycle Costs	20		

5				
6	Vendor Support Services and Implementation Roadmap	10		
	Total Score	100		

- Q&A session on the bidding process

5. Site Visit

- Tour both a residential and commercial meter location for sample & take pictures to include in the addendum if necessary.
- Q&A session on site visit

6. Questions

- Participants can ask any questions related to the project, ARPA requirements, or the bidding process.