Concord, NC

REQUEST FOR PROPOSALS

FOR

Comprehensive AMI Project

RFP # 2639

ELECTRONIC SUBMISSIONS DUE

THROUGH THE

Table of Contents

SECTION 1. INTRODUCTION

1.1 OBJECTIVE

The City of Concord (The City) requests proposals from qualified Proposers to provide equipment, software, and/or services (both construction and professional) for the City's comprehensive Advanced Metering Infrastructure (AMI) Project. This required services and performance conditions are set forth in this Scope of Work and are summarized below as consisting of several parts (each individually referred to as a Component).

Component Number	Component Name	Description
1	AMI Field Area Network (FAN)	Equipment, software, and services capable of delivering billing and interval reads from customer meters, including: network infrastructure and its installation; electric meters; water endpoints; a headend system necessary to attain functionality and monitor network health; and integration services to tie the AMI headend to other business-critical systems.
2	Installation Services	Installation for AMI meters/endpoints and other ancillary hardware related to the Project.
3	Water Metering	Water meters and retrofit registers.
4	Meter Data Management System (MDMS)	Software (a wholly separate and distinct software platform/offering from the AMI headend) and services for the long-term retention, validation, estimation, and editing of meter reads, as well as advanced analytic tools or engines to use the data, and integration services to tie the MDMS to other business-critical systems.

This Request for Proposals (RFP) is designed to provide qualified and interested proposers (Respondents) with sufficient information to submit proposals meeting minimum requirements but is not intended to limit a proposal's content or exclude any relevant or essential data. The City expects that this RFP will result in a contract(s) awarded to the Respondent whose proposal is determined to provide the best value for the City based on the evaluation criteria (the Selected Vendor).

1.2 BACKGROUND INFORMATION ABOUT THE CITY OF CONCORD

Concord, North Carolina, is a thriving city located about 20 miles northeast of Charlotte, with a population of approximately 105,000 residents. Known for its rich history and vibrant community, Concord is a hub for commerce, education, and entertainment, featuring landmarks such as the famous Charlotte Motor Speedway and Concord Mills, one of the largest shopping malls in the state. The city boasts a blend of historic charm and modern amenities, with a well-preserved downtown area showcasing historic buildings, boutiques, and local eateries. Concord operates under a council-manager form of government, which combines the political leadership of elected officials with the managerial expertise of an appointed city manager. The City Council, consisting of the Mayor and council members, sets policies and legislation, while the city manager oversees day-to-day operations and

implements the Council's decisions. Concord's government operates with an annual budget of approximately $300 million, supporting various public services and infrastructure projects.

1.3 ABOUT THE PROJECT

The City of Concord provides water and/or electric service to approximately 46,000 water and 34,000 electric services. The City has experienced steady growth over the last decade. This growth is expected to continue; thus, expandability of a potential AMI solution is an essential concern. The City's service areas for water and electric service vary, so there are current and future service areas that will have water service only and do/will have an alternate electric utility provider.

The City currently has an AMI system that is not reliably providing timely meter reads, resulting in manually reading approximately 20 percent of meters each month. The failures are more common with water meters than with electric, but the City intends to replace the entire AMI system.

The City's goals for the project include:

- Install a network with proven reliability and storm resilient
- Select systems and new technologies that are proven
- Select a system that has IOT capabilities
- Select systems with proven capabilities to integrate with existing systems
- Have the ability to create custom reports
- Shorten the time from read to bill
- Have the ability to identify EV charging locations

SECTION 2. PROCUREMENT RULES AND PROCEDURES

2.1 RULES OF PROCUREMENT

a. The City reserves the right to award multiple contracts from this RFP.

b. The City reserves the right to reject any or all proposals and to waive technicalities and informalities when such waiver is determined by the City to be in the City's best interest.

c. The City may modify this RFP by issuance of one or more written addenda.

d. The City reserves the right to meet with select Respondents at any time to gather additional information. Furthermore, the City reserves the right to add, remove, or modify RFP scope until the final contract signing.

e. This RFP does not commit the City to award a contract.

f. All proposals submitted in response to this RFP become the property of the City and public records. Respondents concerned with release of proprietary or confidential information are encouraged to not submit that information in the proposal.

g. All proposals must be submitted in the proposal format outlined in Section 4 of this RFP.

2.2 NOTICE TO RESPONDENTS

Failure to carefully read and understand this RFP may cause the proposal to be out of compliance, rejected by the City, or legally obligate the Respondent to more than it may realize. Information obtained by the Respondent from any officer, agent, or employee of the City shall not affect the risks or obligations assumed by the Respondent or relieve the Respondent from fulfilling any of the RFP conditions or any subsequent contract conditions.

2.2.1 Joint Proposals

If all RFP requirements are not met with products and services provided by one firm, Respondents are encouraged to partner with one or more other firms to submit a Joint Proposal.

2.2.2 Primary Firm

If a Respondent consists of multiple firms submitting a joint proposal, the proposal must identify one firm as the Primary Firm, along with a primary point of contact. This identified person will be the primary point of contact throughout the procurement process and will be held responsible for the overall implementation of all partners included in the joint proposal.

2.2.3 Proposal Validity

All proposals, including all information and costs provided therein and any subsequent clarification or response to questions, shall be valid for a minimum of 180 days.

2.2.4 Late Proposals

Proposals received after the proposal due date and time indicated will not be accepted or considered.

Proposals may be withdrawn or modified in writing prior to the proposal submission deadline. Proposals that are resubmitted or modified shall be sealed and submitted prior to the proposal submission deadline.

2.2.5 Pre-Proposal Conference

A pre-proposal Proposer conference will be held via web conference on November 7, 2024 at 11:30 Eastern. **Attendance at the pre-proposal conference is not mandatory**, but the City requests Proposers interested in participating in the pre-proposal conference RSVP to the contact listed in Section 2.3. Answers to questions submitted prior to the conference and answers to all questions asked at the pre-proposal meeting will be posted after the meeting to the solicitation by November 15, 2024.

2.3 CONTACT INFORMATION

The City's Purchasing Department is the sole point of contact for this solicitation.

Ryan LeClear

leclearr@concordnc.gov

Attempts by or on behalf of a Respondent to contact or to influence any member of the Evaluation Committee, any member of the City of Concord, or any employee of the City regarding the acceptance of a proposal may lead to elimination of that Respondent from further consideration.

2.3.1 Clarifications

Any formal requests for clarification, questions, or additional information regarding this solicitation shall be emailed to **leclearr@concordnc.gov** by 3 PM November15, 2024.

All questions concerning the RFP must reference the RFP section heading. Any questions received after the deadline shall not be considered. Questions received prior to the stated deadline will be collated into addenda and provided to all proposers, no later than November 15,2024. All questions, requests for clarification, or additional information received by the City regarding this RFP will not be considered confidential in any way, shape, or form.

2.4 PROCUREMENT SCHEDULE

The table below represents the anticipated schedule for this procurement. The City reserves the right to change the schedule with appropriate notification.

Activity	Scheduled Date (2024-2025)
RFP Issuance	10/28/24
Optional Pre-Proposal Conference Call	11/7/2024
Deadline to Submit Questions and Requests for Clarification on the RFP	11/15/24
Answers to Submitted Questions Provided	11/22/24
Proposals Due	01/10/25
Shortlist Presentations (if needed or requested)	Week of 2/3/25
Notification to Selected Vendor	2/14/25
Begin Contract Negotiations	2/14/25
Execute Final Contract	6/13/25
Begin Implementation	8/4/25

SECTION 3. PROJECT SCOPE

3.1 OVERVIEW

The City will contract with a Firm to provide goods and services that will include, but not be limited to, the scope as described herein.

3.1.1 Meter Count

A breakdown of meters by service, size/form/class and estimated replacement or retrofit is provided in the following tables. These numbers are from a recent point in time and are subject to minor fluctuations due to normal business after the RFP is published.

Electric Meter Form	Estimated Replacements
Residential - 1S	25
Residential - 2S w/ Remote Disconnect	30,794
Residential - 2S CL320	363
Residential - 3S/4S	266
Residential - 12S w/ Remote Disconnect	732
Commercial - 16S (14S, 15S, 17S)	1,193
16S 320	167
Industrial - 9S (8S)	1,270
Industrial - 5S	12

Water Meter Size	Estimated Replacements	Estimated Retrofits
3/4"	10,054	32,785
1"	416	2174
1-1/2"		120
2"		1,039
3"		35
4"		154
6"		92
8"		92
10"		6
12"		4

Current AMI backhaul is provided by Verizon. Current and potential network asset locations are listed in Attachment 5 – Current and Potential Network Sites.

3.1.2 Metering Information

3.1.2.a. Electric

The City's electric meter population consists of 34,800 meters of various types. The installer is expected to replace all electric meters. Some installers must be capable of exchanging poly-phased and transformer rated meters. Approximately 10 percent of meters may be hard to access (behind locked gates, animals, etc.).

Delivery meters and large account meters will not be connected to the new AMI system.

The City has address locations for each meter location. See Attachment 6 – Meter Locations.

The following describes the initial single-phased meter configuration for the City. This will be finalized with the selected vendors during design sessions:

- kWh Interval duration: 15 minutes
- Voltage interval duration: 15 minutes
- Channels:
    - kWh delivered
    - kWh received
    - Daily Peak Demand – reset each day at midnight (30-minute rolling on 5 minute intervals)
    - Midnight-aligned cumulative register
    - Voltage

The following describes the initial poly-phased meter configuration for the City. This will be finalized with the selected vendors during design sessions:

- kWh Interval duration: 15 minutes
- Voltage interval duration: 15 minutes
- Channels:
    - kWh delivered
    - kWh received
    - Daily Peak Demand – reset each day at midnight (30-minute rolling on 5 minute intervals)
    - Midnight-aligned cumulative register
    - Voltage
    - kVA

Concord will configure approximately 5% of meters as bellwether meters. Whether single- or poly-phased, these meters will be configured for 5-minute intervals.

Concord has a non-residential time of use rate that has on-peak and off-peak periods. The MDMS will be expected to bin usage and have the flexibility to bin usage for other time of use rate designs the City may implement in the future. The meter will provide daily peak demand for the on-peak and off-peak periods, reset daily at midnight.

3.1.2.b. Water

The City is seeking replacement or retrofit of its water meters 1" and below. Larger meters will only require an endpoint replacement. Larger meters be replaced, retrofitted and/or reprogrammed as needed by City staff. The City is seeking two replacement strategies – Option 1 – Replacement of 17,139 Mueller meters in 3/4" and 1" sizes and retrofit the existing 28,429 Badger meters in those same sizes. Option 2 – Full replacement of all meters 1" and smaller. The current Badger meters are primarily paired with an HR-E encoding register and connected to an Itron RF endpoint. There may be several additional register replacements on detect and compound meters. The City is open to mechanical and/or electronic meters. The pricing workbook provides an opportunity to provide pricing for both options.

Meters in vaults average a depth of 4 feet, with the deepest being 8 feet. 75% of vaults will require confined space entry procedures.

3.1.3 Information Technology

The City is currently pursuing a cloud-first IT strategy. As a result, this RFP is requesting that any software systems proposed adhere to a Software as a Service (SaaS) model.

A list of potential assets for locating network infrastructure is given in Attachment 5. Note that fiber or similar backhaul for network infrastructure is not available at these sites and will need to be provided as a part of the proposed solution. Light poles, traffic lights, and other such locations are not available. Third-party locations available for lease may be proposed by Respondents.

The City's current applications include the following:

- Northstar - CIS
- M Care - Mobile CIS
- NexGrid - Current AMI system
- Itron - mobile AMR system
- Itron Sentinel – manual read large electric customers
- Invoice Cloud - Online bill payment
- ESRI – GIS
- Dispatch Outage Management System
- Milsoft – Customer outage website.

The scope of the project includes replacing and integrating the following systems:

- **AMI Headend.** This application will manage the daily lifecycle of the AMI network and meters, ensuring meter data, events and alarms are delivered according to the contracted service level agreements (SLAs). The AMI Headend typically stores 60-90 days of meter data, events and alarms.

- **Meter Data Management System (MDMS).** The MDMS will be the system of record and long-term data store for all meter data, events and alarms. The MDMS ensures the meter data is valid and complete using validation, estimation, and editing functionality in the system. The MDMS will be integrated with other applications to meet Concord's business requirements.
- **Meter Installation Vendor (MIV) Work Order Management System (WOMS).** The MIV will be responsible for exchanging Concord's meters and retrofitting AMI endpoints on large meters. The MIV will provide their own WOMS to manage the inventory of meters and endpoints, and manage the complete installation process, exceptions, and any claims. This is a temporary system that will be retired once mass meter exchange is complete.

The City is currently implementing several new systems, including the SilverBlaze customer portal.

Table 1 summarizes the integrations identified in Figure 2. These dataflows are not specific to any vendor. Rather, they define a functional dataflow to support the lifecycle of AMI implementation and the City's future AMI-enabled business processes. After vendor selection and vendor configuration workshops, the diagram and workbook will be updated with the integration requirements and methods specific to contracted vendors. The columns in the dataflows table are defined as follows:

- **Source:** The originator of the dataflow based on a manual or automated process. It could be a system or a person.
- **Direction:** All dataflows are represented as "to". Message-based dataflows will typically have an acknowledgement and a response flow (success or failure). File-based dataflows will typically use logs to notify of success, failure, or exceptions.
- **Destination:** The recipient of the dataflow.
- **Typical Integration Method:** The integration method used by most vendors. File formats are defined by the vendors and agreed to by the City and your vendors. Message formats will either be MultiSpeak or vendor-specific APIs.
- **Description:** A description of the purpose, content, and delivery frequency of the dataflow.

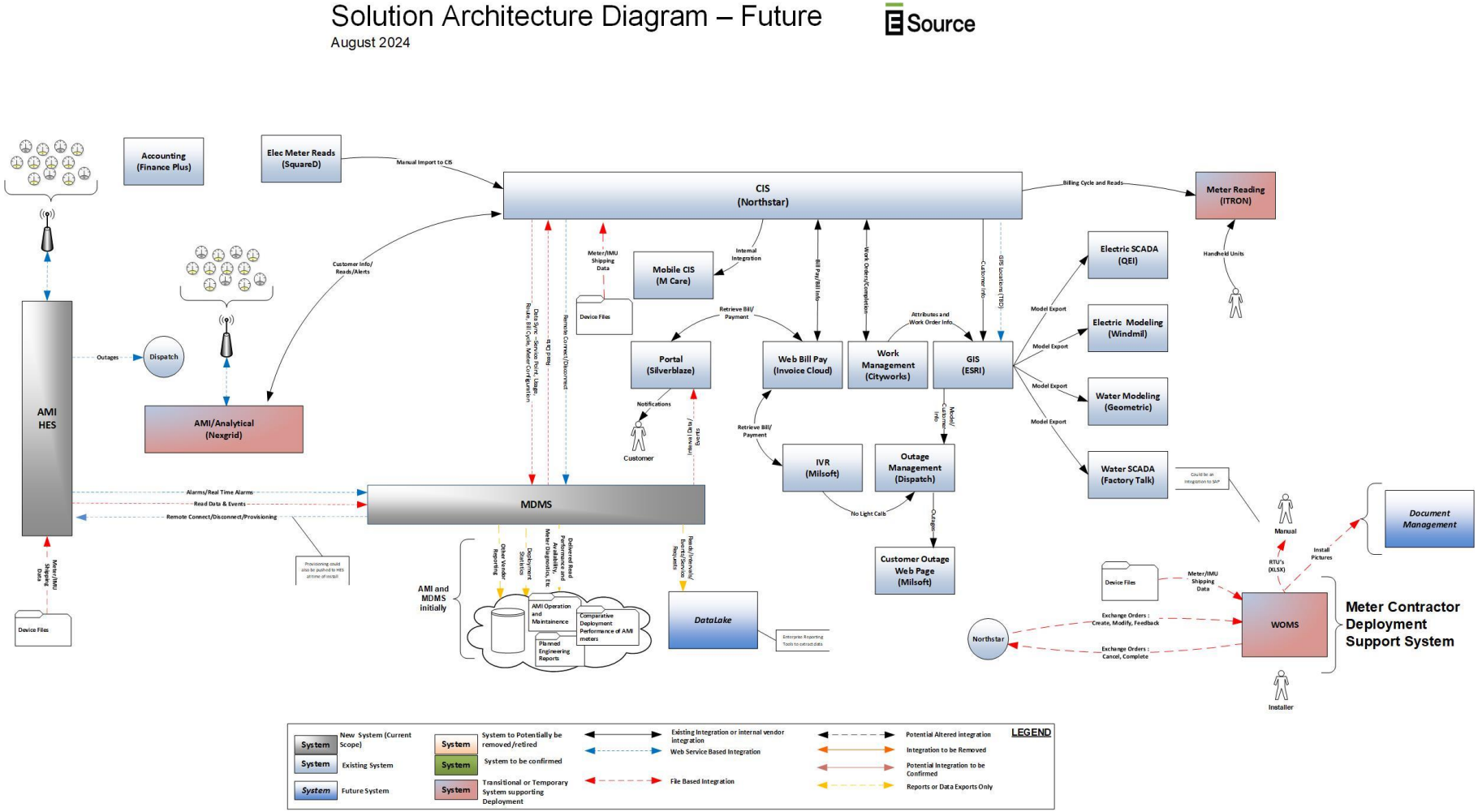

Figure 1: AMI System Context Diagram

(please remove the backflow management module)

Table 1: AMI System Integrations

Source	Destination	Typical Integration Method	Description
AMI HES	MDMS	API	Consumption Reads reported from the meters
AMI HES	MDMS	File	Alarms or Events reported from the HES
MDMS	AMI HES	API	Remote Connects or Disconnects
AMI HES	OMS (Dispatch)	API	Notification of meter outage
MDMS	DataLake	API	Read Data and Events
MDMS	Portal (Silverblaze)	File	Interval Read Data and Events Or Alarms
MDMS	CIS (Northstar)	File	Read Data and Events
CIS (Northstar)	MDMS	File	Data Sync comprised of Service Points, Routes, Billing Cycles, Etc.
CIS (Northstar)	MDMS	API	Remote Connects or Disconnects
Device File	AMI HES	File	File sent with each delivery of AMI Endpoints and
Device File	CIS (Northstar)	File	File sent with each delivery of AMI Endpoints and
Device File	MIV WOMS	File	File sent with each delivery of AMI Endpoints and
MIV WOMS	Document Management System	File	Install Pictures
CIS (Northstar)	GIS (ESRI)	File	GPS Locations
CIS (Northstar)	MIV WOMS	File	File of accounts and meter information for meters the MIV is responsible to exchange
MIV WOMS	CIS (Northstar)	File	Completed Installations

3.1.4 Field Conditions

The City's water and electric systems covers over 169 square miles. For the most part, the territories overlap, but there are some electric only and water only areas, as show in the map in Attachment 7 – Service Territory.

3.1.4.a. Electric

There are several 1S sockets in the field. All have been outfitted with socket adapters.

10% or less of the meters are difficult to access.

3.1.4.b. Water

Current meters are installed 85% in yokes, 10% setters and 5% straight connection. Adjustments to meter height and boxes to resolved by the utility.

Utility-side service is typically copper (70%), with some galvanized (10%) and plastic (10%). Customer-side service lines include galvanized (25%), plastic (20%) with half the population unknown.

Approximately 75% of boxes will have debris covering the meter body.

Less than 10% of water meters are estimated to be difficult to access.

Current Meters have Itron connectors.

Large water meters (3" and above) are to be retrofitted. Bypass or detect meters will be replaced.

Meter boxes are typically 25% in sidewalk, 5% in driveway' 5% in garden/landscaping and 65% turf.

Current lids include composite, plastic, concrete and metal. Existing lids have 2.25" hole for mounting endpoints. The City seeks to reuse lids when possible. The City is sourcing composite replacement lids and will provide lids as needed.

Curb stops or shutoff valves are typically located in the meter box.

Meter Specifications for current ¾" and 1" meters:

3/4" Water Meter Information (Existing)

- Product Type: Rcdl Disc Lead-Free Brz Alloy (Nsf-61-372)
- Meter Type: Model 25-5/8" X 3/4-3/4 Bore (3/4 X 7-1/2)
- Housing bolt Material/Seal Bolt Quantity: Cast Iron Bottom, 430 Ss (One)
- Water Application: Potable
- Registration: Hr-E
- Technology: For Connectivity To Itron
- Unit Of Measure/Dial Resolution Output: 8 Dial - 0.01 Ft3
- Wiring Method: Itron - 5 Ft (Mtr, Assy)
- Serialization Meter: Yr Mfg 9d & Pbb
- Note: May Find Some Hersey Water Meters With Plastic Bottoms And/Or Badger Water Meters With Digital Registers
- Mueller Systems / Hersey Model #'S: 420 & 430

- Badger Meter / Badger Model #'S: 25 & HR-E LCD

1" Water Meter Information (Existing)

- Product Type: Rcdl Disc Lead-Free Brz Alloy (Nsf-61-372)
- Meter Type: Model 55-1" (1 X 10-3/4)
- Housingbolt Material/Seal Bolt Quantity: Cast Iron Bottom, 430 Ss (One)
- Water Application: Potable
- Registration: Hr-E
- Technology: For Connectivity To Itron
- Unit Of Measure/Dial Resolution Output: 8 Dial - 0.01 Ft3
- Wiring Method: Itron - 5 Ft (Mtr, Assy)
- Serialization Meter: Yr Mfg 9d & Pbb
- Mueller Systems / Hersey Model #: 452, Mvr 50 (Mvr Has A Lay Lenth Of 9")
- Badger Meter / Badger Model #: 55

3.2 PROJECT IMPLEMENTATION PHASES AND TIMELINE

The overall implementation period is expected to span 48 months following project approval and formal Notice to Proceed, with the Design/Build/Test (DBT) comprising the first 12 months of this period, inclusive of a 6-month Initial Deployment Area (IDA). This timing is tentative and subject to change. A final schedule will be developed between the selected Proposer and City, which will provide a reliable approach to the installation of the Project, integrations and testing, and functional compliance.

3.2.1 Design/Build/Test

Prior to meter installation taking place, vendors will be required to confirm system requirements and build those requirements into the design of the appropriate system. Designs will be presented to the City who will provide feedback in an iterative process to define system architecture and functionality.

After having received sign-off on the design of the system, vendors will install and configure the system appropriately, including integrations (which may require coordination with other vendors) and installation of any prerequisite network communications hardware.

After initial stand-up, the vendor is expected to conduct preliminary factory testing for accuracy, specification compliance, and functionality of specific components, interfaces, and enhancements. Once approved, the system will be handed to the City for testing. Concord testing will be comprised of:

- Bench testing to verify factory testing
- Integration testing to ensure that data sets are received and transformed correctly, as well as ensuring that triggers are acting appropriately
- User acceptance testing to verify business processes across multiple systems, and to perform regression tests of the system as required

3.2.2 Initial Deployment Area

As a part of the DBT phase, the AMI project will include an IDA before proceeding to Full Deployment. The IDA will comprise a small subset of the overall meter population, estimated at a sample size of 1%. These meters may or be geographically dispersed but are expected to represent all combinations of possible meter configurations. Performing work in this manner reduces overall project risk and ensures that all systems, processes, and people are in a state of readiness to move into mass meter deployment.

The IDA will also serve as a way for Concord to develop and test processes for installation workflow field quality control and quality assurance checks.

Field acceptance testing will occur to verify technical, functional, performance, information, and commercial specifications have been realized as expected. With go-live approval, Full Deployment will begin.

3.2.3 Full Deployment

Following go-live for the systems, mass meter change-out will begin. Final acceptance testing will be conducted to verify network and data integrity of all systems, with service level agreements checked and any final tuning done to ensure performance.

3.3 SERVICES AND PAYMENT CRITERIA

Conditions for each of the Project Components, relative to the Project Implementation Phases and Timeline for monitoring project performance and approving of project invoices are set forth in the Performance and Payment Criteria document in Attachment 8 – Performance and Payment Criteria.

SECTION 4. PROPOSAL SUBMISSION FORMAT

4.1 STRUCTURE OVERVIEW

The proposals must be structured, presented, and labeled in the following manner:

- Section 1 – Table of Contents
- Section 2 – Executive Summary
- Section 3 – Solution Narrative
    - Component 1 – AMI FAN
    - Component 2 – Installation Services
    - Component 3 – Water Metering
    - Component 4 – MDMS
- Section 4 – Firms and Project Work Plan
    - Component 1 – AMI FAN

  - Component 2 – Installation Services
  - Component 3 – Water Metering
  - Component 4 – MDMS
- Section 5 – Key Personnel
- Section 6 – Background, Experience, and References
- Section 7 – Exceptions
- Section 8 – Price Proposal - To be submitted in separate Price workbook (submit in native Excel format)
- Section 9 – Requirements - To be submitted in separate Requirements workbook (submit in native Excel format)
- Section 10 – Appendices

Failure to follow the specified format, label the responses correctly, or address all the subsections may, at the sole discretion the City, result in the rejection of the Proposal or in the City waiving inconsistencies it deems immaterial. Proposals should not contain extraneous information. All information presented in a Proposal must be relevant in response to a requirement of this RFP, must be clearly labeled, and, if not incorporated into the body of the Proposal itself, must be referenced to the appropriate place within the body of the Proposal. The Proposal pages shall be numbered, and each section labeled.

4.2 FORMAT AND SUBMITTAL

Proposals must be submitted by 2:00 PM Eastern on January 10, 2025. Submittals must include the proposal document(s) in addition to the Price Proposal workbook and Requirements workbook as Excel Files. Proposals must be submitted by email to **leclearr@concordnc.gov**.

Proposals submitted late, will not be considered or accepted. The City will not be liable to any Proposer for any unforeseen circumstances or delivery delays. Each Proposer is fully responsible for submission of their Proposal. Additional time will not be granted to a single Proposer; however, additional time may be granted to all Proposers if/when the City determines that circumstances are warranted. A proposal may be deemed non-responsive and disqualified if it does not include all material information requested.

No request for modification of the Proposal will be considered after the Proposal Deadline.

The City of Concord assumes no responsibility or liability for costs incurred by the Proposer prior to the execution of an agreement. By submitting a Proposal, the Proposer agrees to bear all costs incurred or related to the preparation, submission, and selection process for the proposal.

4.3 CONTENTS

Proposals must be organized as follows:

4.3.1 Section 1: Table of Contents

Identify each major section, with all pages numbered.

4.3.2 Section 2: Executive Summary

Include the contact information, including name, title, address, phone number, and email, for the Proposer's primary representative(s) for purposes of this RFP. Limited to two (2) pages, provide a brief executive summary outlining the overall Proposal.

4.3.3 Section 3: Solution Narrative

4.3.3.a. Component 1 – AMI FAN

1. Provide an overview of the solution. Discuss highlights, key features, and unique distinguishing points of the service offering. The Proposer may also highlight technical or process innovations that have been used successfully on other engagements that will be used in this Project.
2. Indicate the number of years the proposed product has been on the market.
3. Affirm if the proposed system is designed to communicate with every meter in the service area. If not, describe the options available to communicate with those meters.
4. Discuss system redundancy based on the propagation study:
    - For point-to-multipoint RF-based AMI solutions, include a discussion on how many endpoints communicate with one collector/routers, two collectors/routers, etc.
    - For mesh RF-based networks, provide statistics on hop count, minimum latency, and how quickly the mesh would resolve itself if a participating meter or collector/repeater lost power.
    - For cellular networks, provide a discussion on future-proofing against 5G and future cellular standards.
5. Specify the number of collectors/routers/repeaters on utility-owned assets. Specify the number of collectors/routers/repeaters on third-party assets.
6. Describe an estimated level of time (FTE estimate) utility staff will need to provide to maintain the network collectors/routers/repeaters, under the proposed services/support structure, and what this maintenance work will entail.
7. Identify if collectors/routers/repeaters can be used in a test environment and migrated to a production environment, and any special procedures needed to do so.

8. Describe how collectors/routers/repeaters can be accessed by field personnel for troubleshooting. Describe both hardware (e.g., laptop, tablet, handheld, etc.) and communication method (e.g., Bluetooth, optical port, etc.).
9. Describe what field software applications are provided for troubleshooting of collectors/routers/repeaters.
10. Describe if the production capacity for AMI collectors/routers/repeaters will satisfy the number and timeline identified in this RFP.
11. Describe if the production capacity for AMI endpoints will satisfy the number and timeline for unit replacements identified in this RFP.
12. Describe the length of the warranty and support provided for all proposed equipment (and distinguish between full vs. prorated), and when the warranty period will start in the project schedule (e.g., at shipment, at install, etc.).
13. For the proposed endpoints, detail any formal product recalls or advisories that have been issued within the past five (5) years.
14. Identify if the endpoint is pre-configured in the factory, programmed in the field upon product installation, batch-programmed remotely after installation, or other. For field-programmed endpoints, describe how the endpoint is configured (e.g., using a handheld with an IR port).
15. Specify the types of connectors used to interface with a meter for the proposed endpoints.
16. Specify the available mounting configurations (e.g., under-lid, through-the-lid, external, etc.) for the proposed endpoints, and identify if these mounting configurations affect the read rate service level agreements for the AMI network.
17. Identify how many days of hourly interval data the endpoint can store.
18. Indicate the default configuration of the following: the interval length of the endpoint (e.g., reads are taken every 15 minutes, 1 hour, etc.), the transmission interval of the endpoint (e.g., reads are transmitted every 4 hours, 6 hours, etc.), and the backfill volume of the endpoint (e.g., for each transmission, the previous 24 hours are sent, the previous 24 reads are sent, etc.).
19. Indicate if the interval length, transmission interval, and backfill volume of the endpoint can be changed. Indicate the highest and lowest frequencies for each of these metrics, and discuss their effects on warranty.
20. Describe any accessories that are necessary for operation and maintenance with your endpoint product.
21. Provide a complete list of events and alarms supported by the proposed endpoints and AMI headend. If necessary, this answer may be a reference to an appendix.

22. Describe the product development roadmap outlining the vision and strategy for the future of the proposed system, including a description of any upgrades and/or enhancements that are in the planning or design stage.
23. For the solution being proposed, provide total number of systems and endpoints supplied in the last 12 months.
24. For the solution being proposed, provide total number of systems and endpoints completed to date.
25. For the solution being proposed, provide total number of systems and endpoints in operation for 3 years or longer.
26. Describe what system elements are at risk of technical obsolescence over the operating life of the system and provide a plan to address this risk.
27. Identify if alternative reading methods (e.g., drive-by) can be used, and any processes (such as reprogramming the meter) or hardware needed to do so.
28. Describe the ability to obtain all billing determinates (usage, demand) and reset demand manually in the even of an extended communications system(s) failure.
29. Provide a statement on forward compatibility to ensure continuity of the product line, including a description of how routine obsolescence of critical electronic components may be handled. Describe the current technology plan and procedures for refreshing existing AMI networks and endpoints, and implementing enhancements over the operating life of the system.
30. Provide a description of your ability to offer network-as-a-service and/or managed services for the AMI network in terms of all monitoring, maintenance, and upgrades to the network. Describe what is included in each service model available, and explicitly reference which service model is being proposed.
31. Provide a description of your ability to offer hosted, SaaS, and/or managed services for the AMI headend in terms of all monitoring, maintenance, and upgrades to the system. Describe what is included in each service model available, and explicitly reference which service model is being proposed.
32. Is the proposed Software is hosted at a vendor data center or on a third-party cloud computing platform (Microsoft Azure, Amazon Web Services, etc.)? If a vendor data center is being used, specify the name and location of the primary data center, and the name(s) and location(s) of any backup/redundant data center(s). If a cloud computing platform is being used, specify which platform.
33. Specify any times or days the hosted services are restricted.
34. Identify what interface mechanisms are available to facilitate integration with utility enterprise systems such as CIS, MDMS, etc. (e.g., CMEP files, MultiSpeak, REST API, web services, etc.).

35. Provide a list and description of the integration the Proposer expects to provide between the AMI headend and utility enterprise systems. Include the integration method for each.
36. Provide a list and description of the integrations the Proposer expects the utility to build between any of its enterprise systems and the AMI headend, given the requirements in this RFP. Include the integration method for each of these integrations.
37. Describe your system integration implementation experience between the proposed AMI headend and the utility's enterprise systems.
38. Provide detailed description of the use of open standards, including, but not limited to: communications protocols, discovery, authentication, system monitoring, diagnostics, and management within the proposed solution.
39. For each system element proposed (LAN, WAN, Backhaul, meters/modules, network equipment, and headend), indicate both open standards and proprietary standards utilized.
40. Provide a discussion of major third-party sensors/devices available to place on the network, and an overview of what protocols/interfaces are required to do so. Also provide an explanation of developer support (e.g., SDKs, troubleshooting, etc.) given to third-parties to develop sensors/devices for the network.
41. Describe any partnerships or consortiums the AMI provider is a member of related to: Internet of Things; Smart Utilities; Smart Cities; and Wireless Telecommunications. Describe any major accomplishments made as a part of these groups.
42. Provide a list of proposed training sessions on the solution, hours for each session, and suggested participants, that the Proposer would hold if selected.
43. Does the vendor have a user's group that meets regularly? How long has it been in operation? Are utility representatives running the group?
44. Does the vendor maintain a knowledge base online that allows users to search for problem resolutions as well as provide system advice?
45. Describe your standard support services, hours of operation and escalation policies and procedures for problem resolution.
46. Describe the vendor support policy during the AMI implementation, immediately following the AMI implementation and ongoing support.

4.3.3.b. Component 2 – Installation Services

1. Provide an overview of the solution. Discuss highlights, key features, and unique distinguishing points of the service offering. The Proposer may also highlight technical or process innovations that have been used successfully on other engagements that will be used in this Project.

2. Describe the process used to determine the optimum strategy to deploy/program water meters and endpoints.
3. Describe all site preparation activities and timing (include site prep lead time) related to deployment. Provide detail on all equipment (i.e. vehicles, uniforms, tools, forklifts, recycle bins, etc.) and facilities (office, warehouse, etc.) required during deployment.
4. Describe inventory control procedures.
5. Describe the customer communications process, including how appointments are scheduled, what credentials employees carry, and how employees are dressed. Provide sample pictures of vendor credentials, uniforms and vehicles.
6. Provide detailed, step-by-step procedures for an installer, including the duties/activities performed at the staging site upon arrival, duties/activities performed at the customer site, and duties/activities performed upon return to the staging site.
7. Outline and describe any incidences that could warrant an RTU, including, but not limited to: due diligence, customer refusal/opt-out, meter obstruction that prevents access to meter, unsafe situation, etc. Discuss the approach/process for confirming the validity of an RTU that has been identified by the Contractor installer.
8. After equipment has been installed, how describe verification processes to confirm the installation, that equipment is working correctly, and that the customer's property is as it was before installation. What is the process for resolving installation-related issues during deployment, discovered after the installer has left the site, including troubleshooting root cause (device, network, or installation error)? Identify utility expectations for involvement in resolving these issues.
9. Describe the method the installer will use to record data and information from each installation. Describe all data and information that can be collected by Contractor installers. Can the kind of data collected be customized?
10. Describe audit practices. What percentage of field installations are audited in the field—both by both and experienced installers?
11. Describe quality assurance practices, including if quality checks are performed on photos.
12. For the installer, provide total number of AMI deployments in the last 12 months.
13. For the installer, provide total number of endpoints installed in the last 12 months.
14. For the installer, provide total number of endpoints installed over the life of the company.
15. Specify the WOMS software vendor and version being proposed. Is this system custom to the installer or licensed by another vendor?
16. Describe prior methodology in importing utility customer data to populate work orders and what data formats completed work order information can be exported into.

17. Can the WOMs track equipment inventory?
18. Provide a discussion on reporting from the WOMS. Specify KPIs and dashboards of interest to a meter/endpoint install project. Specify all applicable WOMS reports that will be used during deployment as part of the project management and progress tracking.
19. Will "Return to Utility" and "Can't Complete" work orders be available for inspection on the WOMS?
20. Will "Return to Utility" and "Can't Complete" work orders be exported into an Excel, .csv, or similar file?

4.3.3.c. Component 3 – Water Metering

1. Provide an overview of the solution. Discuss highlights, key features, and unique distinguishing points of the service offering. The Proposer may also highlight technical or process innovations that have been used successfully on other engagements that will be used in this Project.
2. Specify the types of connectors used to interface with an endpoint for the proposed meters.
3. Indicate the number of years the proposed product has been on the market.

4.3.3.d. Component 4 – MDMS

1. Provide an overview of the solution. Discuss highlights, key features, and unique distinguishing points of the service offering. The Proposer may also highlight technical or process innovations that have been used successfully on other engagements that will be used in this Project.
2. Indicate the number of years the proposed product has been on the market.
3. Provide a concise list and description of all operational reports (e.g., system monitoring, meter status, VEE exceptions, etc.) and analytics (e.g., historical use trends, revenue forecasting, leak detection, etc.) available in the proposed solution. Provide a reference to an appendix, if necessary.
4. Describe the mathematical functions available for calculating billing determinants.
5. Describe the data export ability from the MDMS. Can exports be automated?
6. Describe individual user ability to establish user-defined alarms based on user-defined thresholds for operational reports and virtual metering.
7. Provide a discussion of the MDMS product development roadmap outlining the vision and strategy for the next 3 years of the proposed MDMS. Include a description of the upgrades/enhancements that are in the planning or design stage.
8. For the solution being proposed, provide total number of systems supplied in the last 12 months.

9. For the solution being proposed, provide total number of systems implemented to date.
10. For the solution being proposed, provide total number of systems in operation for 3 years or longer.
11. Provide a description of your ability to offer hosted, SaaS, and/or managed services for the MDMS in terms of all monitoring, maintenance, and upgrades to the system. Describe what is included in each service model available, and explicitly reference which service model is being proposed.
12. Is the proposed Software is hosted at a vendor data center or on a third-party cloud computing platform (Microsoft Azure, Amazon Web Services, etc.)? If a vendor data center is being used, specify the name and location of the primary data center, and the name(s) and location(s) of any backup/redundant data center(s). If a cloud computing platform is being used, specify which platform.
13. Describe any limitations (e.g., age, type, etc.) around what data is available is available to be used within the system actively (e.g., metering data available analytics) and what data is available only through cold storage retention/archival.
14. Describe the basic process for archiving meter data (e.g., daily, weekly, monthly, etc.) and how long the data would be archived for retrieval.
15. Specify any times or days the hosted services are restricted.
16. Identify what interface mechanisms are available to facilitate integration with utility enterprise systems such as CIS, MDMS, etc. (e.g., CMEP files, MultiSpeak, REST API, web services, etc.).
17. Provide a list and description of the integration the Proposer expects to provide between the MDMS and utility enterprise systems. Include the integration method for each.
18. Provide a list and description of the integrations the Proposer expects the utility to build between any of its enterprise systems and the MDMS, given the requirements in this RFP. Include the integration method for each of these integrations.
19. Describe your system integration implementation experience between the MDMS and the utility's enterprise systems.
20. Provide a list of proposed training sessions on the solution, hours for each session, and suggested participants, that the Proposer would hold if selected.
21. Describe your system’s ability to query archived data for the City’s use in the development of future rate design structures. As an example, time of use rates for other customer classes may be required in the future. The City would need the ability to summarize the monthly usage data for the respective customer class in the time periods being considered.
22. Provide a list of all MDM software modules provided or available along with the pricing structure for each. Optional pricing structure.

4.3.4 Section 4: Firms and Project Work Plan

For each firm involved in the proposal, provide:

- The legal entity name for the firm involved in the Proposal
- A summary of the firm's history, experience, and qualifications, including years in business, locations, size, growth, annual sales, scope of product and service lines, and customer service
- The latest audited financial statements of the firm
- A high-level scope of work or description of activities
- A work plan or schedule for completion of the required work including major tasks and milestones, based on the integrations, background, and conditions outlined in the Scope of Work
- An estimation of any data needs or personnel resources/effort required from the utility in order for the work plan to be achieved successfully

For the primary firm only, provide:

- Project management methodologies to be utilized
- Quality assurance methods
- Issue resolution and escalation processes
- If the primary firm has worked with the proposed subcontracted firm previously

4.3.5 Section 5: Key Personnel

Provide a project staff organizational chart clearly identifying the project manager and key personnel associated with conducting the required Scope of Work, including any of those involved with subcontractors. Additionally, provide resumes/profiles of the project manager and key personnel associated with conducting the required Scope of Work.

4.3.6 Section 6: Background, Experience, and References

For each firm involved in the proposal, provide at least three (3) references within the past two (2) years of completed projects that best illustrate the experience of the Firm. For each reference, indicate:

- The name of the organization
- The address of the organization
- The commodities provided (electric, water, and/or gas)
- Name of contact person
- Phone number of contact person

- Email address of contact person
- A brief description of the work provided

To the extent possible, references should be of similar size, scope, and geography to the City of Concord. Additionally, supply a list of all organizations or municipalities for which the Proposer has provided services that are essentially equivalent to the system and services being proposed.

4.3.7 Section 7: Exceptions

Discuss exceptions or requested changes, if any, to the RFP terms. Any exceptions identified must include: identification of each proposed change; and reasons for, as well as specific recommendations for, alternative language. If there are no exceptions noted, it is assumed that all such conditions, procedures, exhibits, and requirements are accepted.

4.3.8 Section 8: Price

Complete the detailed pricing sheet in Attachment 9 – Price Proposal workbook (in Excel format), by providing your best proposed prices. Pricing shall be inclusive of all quoted materials, travel and expenses required to complete the Scope of Work described and requirements complied in Attachment 10 – Requirements workbook.

The City pays 7% sales tax on materials and supplies.

The City may require bonding on parts or all of the project. Further discussions on bonding requirements will occur after vendor selection.

4.3.9 Section 9: Requirements

Complete Attachment 10 – Requirements workbook (in Excel format).

4.3.10 Section 10: Appendices

Provide additional appendices to supplement the sections enumerated. This section will include:

For RF-based AMI solutions, a propagation study covering 100% of meters in Meter Population (including infill areas), performed with preference for network infrastructure (collectors, repeaters, etc.) placed on assets identified in Potential Network Asset Sites, with:

- Network infrastructure clearly marked and coordinates for such infrastructure provided in a shapefile or similar format:
    - Specifications on any additional construction (poles, towers, or other such structures) that may be needed for infrastructure at each location;
    - An indication of which locations are located on third-party assets not given in Potential Network Asset Sites; and
    - Specifications on proposed backhaul transport

    - An indication of any meters not covered by the propagation study

- For cellular-based AMI solutions, a positive confirmation of cellular coverage for 100% of meters in Meter Population (including infill areas) and an indication of any meters not covered.
- Warranty and maintenance documentation for all proposed hardware and work, providing the length and terms of the warranty/maintenance and service provided, and when the warranty period starts.
- A water meter compatibility matrix detailing supported water meters for the endpoints proposed.
- Proposers, production descriptions, technical specifications and/or cut sheets for any equipment proposed.
- License information for any software.

SECTION 5. PROPOSAL EVALUATION

5.1 EVALUATION COMMITTEE

An Evaluation Committee has been established representing various departments within the City and shall convene, review, evaluate, and score all valid and responsive proposals submitted based on the evaluation criteria.

5.2 SELECTION PROCESS

The City will use the following evaluation steps:

5.2.1 Compliance

Upon the closing date, a preliminary evaluation by the City may determine whether each received proposal is complete and compliant with all instructions and/or submittal requirements in the RFP. Any incomplete or non-compliant proposals may be rejected and excluded from further consideration.

5.2.2 Initial Review

The City will conduct an initial review of proposals according to the criteria outlined in Section 5.3. The City will then elevate a limited number of Respondents for Short-List interviews. If any Short-Listed Respondent is unable to participate in Software Demonstrations and Interviews, or the City feels it would serve the best interests of the City, it reserves the right to elevate additional Respondents at a later date.

5.2.3 Short-list Interview

Elevated Respondents will complete software demonstrations and interviews with the Evaluation Committee and other City SMEs. Short-Listed Respondents will receive demonstration scripts in advance of the demonstrations. These scripts will highlight the functionality the Evaluation Committee and other City staff would like to see for each functional area and process and will be substantively the same for each Short-Listed Respondent. Only proposed products may be demonstrated.

Following the demonstrations, the Evaluation Committee will score the Short-Listed Respondents and elevate a maximum of two (2) Respondents to Discovery.

5.2.4 Contract Award

Upon successful negotiations, the contract for this RFP will be approved and awarded by the Concord City Council. The City reserves the right to negotiate price and contract terms and conditions with Respondent determined by the Evaluation Committee to represent the best value for the City to provide the requested service. If a mutually beneficial agreement with the highest-ranked Respondent is not reached, the City reserves the right to enter into contract negotiations with the next highest-ranked Respondent and continue this process until an agreement is reached.

5.3 EVALUATION CRITERIA

Respondents will earn a score based on either (1) a raw number (e.g., cost of ownership) or (2) a qualitative rating.

For evaluations using qualitative ratings, a Respondent will receive a score based on the following criteria:

Description		Rating
Excellent	Proposal exceeds the requirements to achieve the required scope and / or project goals in most aspects.	**5**
Above Average	Proposal more than adequately meets requirements to achieve the required scope and / or project goals.	**4**
Average	Proposal adequately meets the requirements to achieve the required scope and / or project goals.	**3**
Below Average	Proposal meets many of the basic requirements to achieve the required scope and / or project goals but is lacking in some essential aspects.	**2**
Poor	Proposal fails to meet the most basic requirements to achieve the required scope and / or project goals.	**1**
Failure	No or insufficient information / documentation was provided to achieve the required scope and / or project goals.	**0**

Weight	Factor	Description
20	**Pricing**	The evaluation of each Proposer's pricing, per Component, will be conducted using the lowest-cost proposal as a baseline.
15	**Requirements**	Points may be awarded based on how well the proposal successfully demonstrates the following: the responses in the relevant Component's appendix represent an understanding on the part of the vendor of requirements and the requirements are appropriately addressed in the vendor's responses to the respective capabilities and requirements.
15	**Methodology and Approach**	Points may be awarded based on how well the proposal successfully demonstrates the following: the vendor has the project operational structure needed to successfully execute this project; the vendor has created a methodology to deliver the project as specified in this RFP and will be responsible for the overall project deliverables; and the proposed project team has the experience and bandwidth to implement the proposed methodology. Additionally, points may be awarded based on how well the proposal

		successfully demonstrates the following factors: the proposed implementation approach meets best practices for a project of this type, size, and environment; the proposed project timeline aligns with expectations; and the proposal indicates that the vendor has the required experience and has delivered satisfactory results for similar project requirements.
20	**Solution Design and Architecture**	Points may be awarded based on how well the proposal successfully demonstrates the following: the proposal describes a current and future overall system architecture that will meet and support the technical functionality and level of service and support expected; the proposed system architecture meets best practice and industry standard technology; and the proposal's clarity as it relates to the integration capabilities with other IT systems.
20	**Vendor Viability**	Points may be awarded based on how well the proposal successfully demonstrates the following: the vendor's organizational and financial stability; the proposal was thorough in explaining the organizational structure of the vendor; and the proposal describes an organization that will meet and support the level of service expected for the duration of the project.
10	**Experience, References, and Qualifications**	Points may be awarded based on how well the proposal successfully demonstrates the following: evidence of experience for past water-related projects of similar size; vendor success in working with AMI and Installation Service vendors to complete "Turnkey" or "Multi-Contract" projects of similar or greater size and complexity; and positive references that demonstrate past success with work for previous clients involving products and services similar to the current project.

SECTION 6. TERMS, CONDITIONS, AND REQUIREMENTS

6.1 GENERAL

The City will award a contract in reliance upon the information contained in proposals submitted in response to the RFP. The City will be legally bound only when and if there is a definitive signed agreement with the awarded provider.

It is vitally important that any person who signs a proposal or contract on behalf of a Respondent certifies that he or she has the authority to so act. The Respondent who has its proposal accepted may be required to answer further questions and provide further clarification of its proposal and responses.

Receiving this RFP or responding to it does not entitle any entity to participate in services or transactions resulting from or arising in connection with this RFP. The City shall have no liability to any person or entity under or in connection with this RFP, unless and until the City and such Respondent shall have executed and delivered a definitive written agreement.

By responding to this RFP each Respondent acknowledges that neither the City nor any of its representatives is making or has made any representation or warranty, either express or implied, as to the accuracy or completeness of any portion of the information contained in this RFP. The Respondent further agrees that neither the City nor any of its representatives shall have any liability to the Respondent or any of its representatives as a result of this RFP process or the use of the information contained in this RFP. Only the terms and conditions contained in a contract when, as, and if executed, and subject to such limitations and restrictions as may be specified therein, may be relied upon by the Respondent in any manner having any legal effect whatsoever.

6.2 CONFLICT OF INTEREST

The Respondent certifies, through execution of the contract, that no person in the City's employment, directly or through subcontract, will receive any private financial interest, direct or indirect, in the contract. The Respondent will not hire nor subcontract with any person having such conflicting interest.

6.3 COSTS INCURRED

The City will not pay for any costs incurred by any Respondent. All costs incurred in the submission, interviews, presentations, or any other activities related to responding to this solicitation are the sole responsibility of the Respondent.

SECTION 7. DEFINITIONS

City shall mean City of Concord, a political subdivision of the State of North Carolina.

Finalist shall mean a Short-Listed Respondent from the Software Demonstrations stage identified in Section 5.3.2.

Functional Requirements shall mean the requirements identified in Attachment 10 - Functional Requirements.

Primary Firm shall mean the entity taking the lead role as a Respondent in the case of a joint proposal.

Respondent shall mean an entity or group of entities providing a proposal to deliver the Project Scope identified in this RFP. The term “Respondent” shall include the entities’ agents, officers, employees, and partners.

Responsive Proposal shall mean a Respondent’s proposal submitted in response to this RFP that has met all the proposal submission requirements identified in Section 4.

Selected Vendor shall mean the Respondent the Evaluation Committee has evaluated, scored, and determined capable of delivering the best value for the City for the Project Scope identified in this RFP. The Selected Vendor shall be asked to enter into negotiations to deliver the Project Scope.

Short-Listed Respondent shall mean a top-scoring proposal from the Proposal Evaluation stage identified in Section 5.2.3.

SECTION 8. ATTACHMENTS LIST

8.1 ATTACHMENT 1 – SUBMITTAL CHECKLIST

Please complete the Submittal Checklist to ensure all RFP components are submitted for review.

Submission Checklist	
Item	Submitted
Proposal	
Attachment 1 – Signature Page	
Attachment 2 – Vendor Certification	
Attachment 3 – Respondent Statement	
Attachment 4 – Price Proposal (Excel Workbook)	
Attachment 5– Requirements Workbook (Excel Workbook)	

8.2 ATTACHMENT 2 – SIGNATURE PAGE

I acknowledge that I have read and understand the RFP documents.

I hereby certify that the information submitted by the firm in response to this RFP, including pricing and other information, is true and accurate.

I understand that the city of Concord has the right to reject any or all proposals and to waive minor irregularities when to do so would in the best interests of city of Concord.

I hereby certify that the firm is legally registered to do business in the State of North Carolina.

I hereby certify that the firm has paid all real and personal property taxes owed to city of Concord, if applicable.

I hereby certify that the firm is independent of city of Concord and is unaware of any potential conflicts of interest if it were selected to perform the requested work.

I hereby certify that I am authorized to bind the firm in a contract.

The undersigned firm having examined this RFP and having full knowledge of the condition under which the work described herein must be performed, hereby proposes that the Respondent will fulfill the obligations contained herein in accordance with all instructions, terms, conditions, and scope of requested services set forth; and that the Respondent will furnish all required products/services and pay all incidental costs in strict conformity with these documents, for the stated prices as proposed.

Submitting Firm: _____ Primary Firm: ☐

Address _____

City: _____ State: _____ Zip: _____

_____ _____

Signature Date

Primary Contact for Firm

Name: _____ Name: _____

Title: _____ Title: _____

8.3 ATTACHMENT 3 – VENDOR CERTIFICATION (SUBMISSION PACKAGE I)

Complete 1 Vendor Certification Form per firm

To receive full consideration, submitted proposals must contain responses to all questions. Failure to respond to all questions may result in exclusion from participation in this RFP.

STATE OF NORTH CAROLINA)
)SS
CITY OF CONCORD)

	YES	NO
Is your firm currently involved in arbitration or litigation for any reason? If "yes," attach explanation.	☐	☐
Has your firm or any partner or officer ever been involved in any bankruptcy action? If "yes," attach explanation.	☐	☐
Has your firm or any partner or officer ever been listed on the Excluded Parties List System?	☐	☐
Are any of the Contractor's owners, officers, employees, or agents also employees of city of Concord or related to any employees of Concord? If "yes," attach explanation.	☐	☐

AFFIDAVIT

The undersigned of lawful age, being first duly sworn, disposes and says:

That as a condition precedent to the award of the Utah City project as above captioned,

_____ of _____
(owner, partner, officer, or delegate) **(firm)**

do solemnly swear that neither I, nor to the best of my knowledge any member or members of my firm or company, have either directly or indirectly restrained free and competitive bidding on this project by entering into any agreement, participating in any collusion, or otherwise taking any action unauthorized by city of Concord, with regard to this contract or bidding process.

Signed: _____
(signature)

Title _____

8.4 ATTACHMENT 4 - RESPONDENT STATEMENT

By submitting a response, the Respondent acknowledges that all firms associated with the Respondent have acquainted themselves with the terms, scope, and requirements of the project based on the information contained in this RFP and any addendums. Any failure by the Respondent to acquaint themselves with available information will not relieve them from the responsibility for estimating properly the difficulty or cost of successfully performing the work available. The City is not responsible for any conclusions or interpretations made by the Respondent on the basis of the information made available by the City.

Proposals that do not acknowledge addendums may be rejected.

The following addendums have been acknowledged by the Respondent and reflected in our response.

Addendum	Initials

Click or tap here to enter text.
Authorized Agent Name

Click or tap here to enter text.
Title

Authorized Agent Signature

Click to enter a date.
Date

8.5 ATTACHMENT 5 – CURRENT AND POTENTIAL NETWORK SITES

8.6 ATTACHMENT 6 – METER LOCATIONS

8.7 ATTACHMENT 7 – SERVICE TERRITORY MAP

8.8 ATTACHMENT 8 – PERFORMANCE AND PAYMENT CRITERIA

8.9 ATTACHMENT 9 – PRICE PROPOSAL WORKBOOK (EXCEL)

8.10 ATTACHMENT 10 – REQUIREMENTS WORKBOOK (EXCEL)