



CITY OF PRESCOTT, ARIZONA

"Everybody's Hometown!"

Purchasing Division

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ALL PROSPECTIVE FIRMS

ADDENDUM No. 1

BID 09-2-817-714-2 – Water Meter Installation Services

Notice is hereby given that certain sections contained in the above referenced solicitation are being amended, clarified, and/or deleted and are identified as Addendum No. 1 and attached hereto.

THEREFORE: All bidders are required to note this Addendum No. 1 and indicate on Form A when submitting the bid package that it was received.

Should you have any questions, please contact the Purchasing Manager, Dawn Foster, at 928-777-1203.

Sincerely,

Dawn M. Foster

Attachment

QUESTIONS AND ANSWERS

1. Are bid, performance and/or payment bonds required?
 - A. A performance bond in the amount of 100% of Year 1 bid amount will be required prior to commencing work.
2. The contactor was required to provide door hangers to notify the customer 24 hrs in advance of the meter replacement. Is this still the case?
 - A. The contractor is responsible for notifying customers prior to the meter installation. The method of accomplishing this requirement shall be at the discretion of the contractor. If personal communications pertaining to the meter change-out was not possible with the customer, the city will supply informational door hangers that will be left at the residence after work is completed by the contractor.
3. Are all of the smaller meters in meter boxes outside of the residences, and are appointments needed to install the meters?
 - A. All meters are located in meter boxes outside of the residences. They are placed on the property between the right-of-way line and the structures. Section 1.2 number 5: states the contractor responsibilities for notification and refer to the answer of questions #2.
4. Is the city subject to sales tax for services? If so please identify the proper tax rate that should be calculated and applied to the subtotal.
 - A. The City is not subject to sales tax for services but is subject to sales tax for materials required to perform those services. Prescott sales tax on materials is currently 8.35%.
5. Meter manufacturer and Type? Radio Manufacturer and type?
 - A. AMCO C-700 positive displacement, Itron 60W ERT end point.
6. Is the contractor responsible for all miscellaneous parts associated with the meter change outs (i.e., meter tail pieces, extra gaskets, broken meter boxes or lids, adapter couplings to convert brass to copper, PVC or galvanized, etc.) or will the City supply these parts?
 - A. The standard meter change-out will not include most of the parts as listed in this question. When a location is identified that requires work beyond the scope, water operations will be notified of the situation for review and resolution. Also refer to question #34.
7. Who will be responsible for the cost and replacement of concrete and/or asphalt in sidewalks or driveways associated with meter replacements? Contractor or City?
 - A. There will not be concrete and/or asphalt replacement with the meter change-out. The meters will be changed inside of the existing meter boxes.
8. Bid documents indicate meter replacement will be done by meter reading routes. Will the entire meter reading route be replaced at the same time? If so, what timeframe will each route have for replacement? One week, two weeks?
 - A. An entire meter reading route will be replaced prior to the beginning of another route change-out. This change-out will be limited to a MAXIMUM of two hundred (200) meter changes per week.
9. How many replacements are in pits?
 - A. The City of Prescott meters are not in pits. They are in double meter box sets where two concrete meter boxes are stacked and the meter is placed in the bottom box.

10. What is the average water pressure? Will we be given this information at the meter level?
A. The water pressure ranges from 30 PSI to 120 PSI in the water system. Section 1.2 number 6: indicates the contractors requirement for pressure recording.
11. Will we be installing setters?
A. NO
12. Any backflow devices required?
A. NO
13. Is it a meter only – or is an MTU being installed as well? Will there be any wiring required?
A. A meter and Itron 60W ERT will be installed. The meters and ERT's will be supplied with the appropriate wiring for a simple plug connection.
14. Will there be wireless remotes?
A. NO, the ERT's will be plugged directly to the meter and mounted in the meter box.
15. Are we changing register heads at all? Are any meters staying based off age or type?
A. Register heads will not be changed. There will be a minimal number of existing AMCO/ERT combinations in the change-out routes that will not be changed. These will be identified on the route sheets that will be utilized for planning and meter information.
16. What type of mains are standard in the area? Lead, Copper, Galvanized, etc...
A. The service lines materials are Copper, Galvanized, and a minimal amount of PVC.
17. What is the access rate or breakdown of indoor vs. outdoor water meters?
A. Refer to answers of question #3 and #9.
18. Will access be required on all installs or are all boxes at the curb?
A. Refer to answers of question #3 and #9
19. Is prevailing wage required for this contract?
A. NO
20. Are company-owned vehicles required?
A. NO, as long as all insurance requirements are met with vehicles being used for the project.
21. What type of handheld unit will capture the field data – or will this information be handled via a paper process?
A. The field data will be captured on paper.
22. Any call center requirements other than the 24/7 access? Outbound and inbound calls?
A. NO, the 24/7 access is for water operations staff to be able to contact the contractor with questions pertaining to installations.
23. Type of meter box, and depth
A. Standard meter boxes are of concrete and sized accordingly to the meter size. Each meter box section is 12" tall.
24. Estimate of how many may need work, i.e. clean out
A. All meter boxes will require some amount of clean-out.

25. Most municipal projects we work on do not require permits to work on municipal meters. Do You?
A. NO
26. The repair parts we may need may not be able to be purchased from one vendor on a timely manner. Are their any waivers available?
A. Any anticipated parts for this project are readily available.
27. There is no mention of the necessity of the change out work being performed by licensed plumbers. Is there such a requirement?
A. The qualifying contractor must meet the experience and reference criteria.
28. What type of mounting stake is going to be supplied and how is it to be installed?
A. A coated steel stake will be supplied that is able to be inserted into the ground in the bottom of the meter boxes.
29. Are there any requirements on how to get the wire from the meter to the ERT? Is it to be run thru conduit? What type of conduit if any and to what depth is it to be buried?
A. Refer to the answer of question #14.
30. Page 3 Item 1.1 Is the City going to retrofit the existing 6,000 newer radio read meters themselves?
A. NO, this is continuation of the change-out program that has completed the first 6,000 meters to date.
31. Is this project to change out the balance of the old meters with radio read meters, approx 16,300? Are any of these compound meters?
A. YES, this project is to complete the small meter change-out of approximately 16,300 meters which does not include compound meters.
32. Can Contractor operate curb stop?
A. YES
33. Item 3 – in utilizing the mounting stake, meter box lids will not be required to be drilled to attached the radio ERT?
A. YES, that is correct.
34. Item 4 – Other than the gaskets that are supplied by the meter manufacturer, what additional items does the City of Prescott anticipate? Is the contractor required to raise the meter boxes if they do not meet the standard?
A. It is anticipated that the contractor will supply the meter gaskets and zip-ties/tie-wraps for the meter installation and ERT mounting. The contractor is not required to alter meter box elevations.
35. Item 5 – What is the requirement by the City of Prescott should the customer be uncooperative and unreasonable regarding the meter change out program (ie beyond 8-5 Monday – Friday)?
A. Reasonable accommodations will be the responsibility of the contractor to schedule with a customer that has water sensitive operations between 6AM and 6PM.