

City of Stockbridge Finance Department
4640 North Henry Boulevard
Stockbridge, GA 30281
770-389-7900

RFP # 201607-22
AUTOMATED WATER METERING INFRASTRUCTURE PROJECT



Important notice- please read carefully!

All RFP's must be received at the City of Stockbridge Finance Department before 2:00 PM on the due date. Any received after that time will not be accepted. The City accepts no responsibility for delays in the mail. Mail or deliver to:

City of Stockbridge Finance Department
Attn: Purchasing Clerk
4640 North Henry Boulevard
Stockbridge, GA 30281

Any revisions made on the outside of the envelope WILL NOT be considered. All vendors are required to submit the original and at least five (5) duplicated copies of any proposal submitted to City of Stockbridge. Non-submission of duplicate copies may disqualify your bid/proposal.

A label has been enclosed to affix to your RFP. This label must be affixed to the outside of the envelope or package, even if it is a "No Bid" response. Failure to attach the label may result in it being opened in error or not routed to the proper location for consideration.

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City Of Stockbridge
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Invitation to Propose, Schedule of Events and Instructions to Respondent

Invitation to Propose

The City of Stockbridge is soliciting proposals from qualified contractors for the provision of implementation of an Automated Metering Infrastructure (AMI) system. The City desires to enter into a service agreement with a single qualified vendor who can demonstrate competency, quality an experience in providing for Automated Meter Infrastructure and Meter Replacement for the City.

The contractor shall provide, in a good workmanlike manner, the services called for and described herein which consists of all supervision, equipment, labor, and all other items necessary to provide the City with Automated Water Meters.

The City of Stockbridge has approximately 2,264 residential water meter, approximately 37 irrigation meter and approximately 257 commercial water meters.

No proposer may withdraw his/her proposal within ninety (90) days after the actual date of the opening thereof.

The successful proposer will be notified by the City of acceptance of the proposal. The successful proposer must submit an executed Contract and Certificate of Insurance before a Notice to Commence can be issued. Upon receipt of the Notice to Commence, the successful proposer shall begin work with the requisite workforce and equipment on the date specified.

Schedule of Events

SCHEDULE OF EVENTS FOR RFP # 201607-22 Automated Water Meter Infrastructure - Stockbridge, Georgia	
RFP Issued	August 3, 2016
Deadline for requests for clarifications and questions. These requests will be answered in an addendum and must be emailed to: Inabers@cityofstockbridge-ga.gov	August 31, 2016 10:00 AM
RFP Due	September 6, 2016 2:00 PM

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Instructions to Respondent

Proposer Requirements:

Minimum criteria: Each Proposer shall demonstrate and meet the following minimum criteria:

- Each Proposer shall have not less than 10 years' experience in providing all the types of services required within the Scope of Work.
- Shall demonstrate, to the satisfaction of the City, the ability to provide the services required within the Scope of Work to the City and shall demonstrate a proven history of providing such service for public agencies.
- Shall not have a record of substandard workmanship, product defects or poor customer service. The City will verify this requirement by communication with applicable licensing authorities, a variety of each Proposer's clients and references, and as many other references as may be deemed appropriate.

Process for Proposal Evaluation and Contract Award

The City will follow the steps below in selecting the most qualified Respondent for an Automated Meter Infrastructure (AMI) system for its water utility.

- 1. STEP 1 (Proposal Evaluation).** Respondents shall submit a complete proposal in the period of time described in the Schedule of Events.

The City will evaluate the proposals submitted during Step 1 according to the evaluation criteria summarized below. This evaluation will be conducted on material related to the Base Scope of Work.

The evaluation of Criterion 1 will be based upon responses to the specific questions outlined in the Proposal Response Format.

The evaluation of Criterion 2 will be based upon responses to the detailed Technical Specifications.

The evaluation of Criterion 3 will be based upon cost proposals submitted according to the format set forth in Cost Proposal Section of this RFP.

After the Step 1 evaluation the City will proceed to Step 2 for selection of the Preferred Respondent.

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Step 1 Proposal Evaluation Criteria
1. Qualifications (This criterion will be evaluated based upon Respondent responses to the specific questions noted in the Proposal Response Format, Item 3 of these instructions.)
2. Response to Technical Specifications (This criterion will be evaluated based upon Respondent responses to each section of the Technical Specifications included in this RFP.)
3. Cost Proposal

2. **STEP 2 (Selection of Preferred Respondent).** Based upon the results of Step 1, the City shall select the Respondent which, in its opinion, is best suited to furnish and install an AMI system to meet City needs.
3. **STEP 3 (Negotiation).** The City may then enter into contract, pricing and installation negotiations with the identified preferred Respondent. At this time the details of the technical specifications will be updated to reflect the selected AMI system. In addition, the City will make a decision at this time whether or not to authorize the Supplemental Scope of Work items.
4. **STEP 4 (Contract Award).** Once contract terms are acceptable to the City, the City may award the contract to the Respondent. The award document will be a contract (Contract) incorporating by references all the requirements, terms and conditions of the solicitation and the Respondent's proposal as negotiated. Selected Respondent shall be required to sign a Contract with the City incorporating all the legal requirements and provisions defined in this Request for Proposal. The Contract shall be the governing document for the project. The following documents shall be attached to the Contract and made a part thereof:
 - This request for proposal.
 - The successful Respondent's proposal, including any and all affirmations of compliance with the requirements contained in this Request for Proposal, cost proposals, and any exceptions or proposed alternatives to such requirements accepted by the City.
 - Such other supplemental written requests by the City for additional information or specificity, and the Respondent's written responses.
 - Any other documents governing the project as developed by the City and the Respondent in the course of negotiations.
 - In addition, specific schedules and procedures agreed to by the City and the Respondent for managing and conducting the project and

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providing the required services shall be incorporated into a Detailed Statement of Work, which shall be attached to the contract. Rules governing non-cost and non-schedule changes to the project embodied in the Detailed Statement of Work shall be defined in the Contract.

Proposal Response Format

1. Respondents shall submit a written proposal (per Step 1 of the evaluation process) that presents their qualifications and understanding of the work to be performed. Submittals shall be limited to a total of 50 pages (excluding cover letter, front and back cover, attachments, and appendices). Proposals shall provide in detail all the information Respondent considers pertinent to its qualifications for this project as requested in this RFP.
2. Respondents shall submit the original and five (5) duplicate copies of their proposal.
3. The Respondent shall include in their proposal the following:
 - a. Table of Contents
 - b. Cover Letter. On company letterhead, signed by a person with authority to enter into contracts in the amount of the cost proposal (if selected).
 - c. Responses to Step 1 Evaluation Criterion 1 (Qualifications). Provide narrative to address each item listed below. Include identification of any services that will be subcontracted. Provide names, experience, contact information, and qualifications of any subcontractors. This may be referenced as an attachment.
 - Describe how long the Respondent has been in business.
 - Provide a minimum of five (5) references regarding similar projects completed by the Respondent. References shall include contact names, telephone numbers, and project completion dates for fully deployed systems.
 - Provide evidence of past cost performance (award amount and final amount) and ability to meet project schedules.
 - Describe experience of proposed Contract Manager and other key staff.
 - Describe the ability of the Respondent to meet the City's bonding and insurance requirements.
 - d. Responses to Step 1 Evaluation Criterion 2 (Technical Specifications). Provide narrative to address each numbered/lettered section of the Technical Specifications. As directed by the text in the Technical Specifications, some responses may simply note that the Respondent's proposed approach/system complies with the specification, while other responses may require explanation of how the approach/system meets the technical requirements.

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The Respondent shall clearly identify any exceptions. All questions and requests for specificity in this RFP must be answered. All specifications incorporating “shall,” “must,” etc., are requirements, and failure to comply with these must be specifically noted as exceptions. All specifications incorporating “should”, “desire,” etc., are highly desirable features.

- e. Provide tabular summaries of a cost proposal, according to the detailed format and instructions provided in the pricing Cost Proposal Section of this RFP. Any taxes (federal, State or County) due as a result of this contract will be the responsibility of the awarded contractor and any subcontractors.
 - f. Warranties. Provide response to Attachment A of the Technical Specifications.
 - g. Failure Rates. Provide response of the Technical Specifications in Cost Proposal Tables 9 and 10.
 - h. Required Certifications and Attachments
 - E-Verify Form
 - W9 Form
 - Business License
 - Non-Collusion Bidding Certificate – Attachment 1
 - Non-Collusion Affidavit of Sub-Contractor – Attachment 2
 - Certification regarding debarment, suspension, and other responsibility Matters Primary Covered Transactions – Attachment 3
 - Ineligibility Certificate – Attachment 4
 - Certification of Drug-Free Workplace – Attachment 5
 - Conflict of Interest and Prohibition Against Contingent Fees Certification – Attachment 6
 - Certificate of Insurance – Attachment 7
 - Affidavit Verifying Status of City Public Benefit Application - Attachment 8
 - Certification Regarding Lobbying – Attachment 9
 - Proposal Submittal Letter – Attachment 10
 - Contractor Affidavit under O.C.G.A. 13-10-91(b)(1) – Attachment 11
 - Contractor Affidavit under O.C.G.A. 13-10-91(b)(3) – Attachment 12
 - i. Appendices. Optional for Respondents who wish to submit additional material that will clarify their response.
4. Proposals (Step 1) will be received by the City at the location mentioned in the Request for Proposals, until the time and date specified in the Request for Proposals.

No proposal may be changed or withdrawn after the time set for receiving proposals. Proposals shall be submitted according to the format described herein.

5. Any omissions, discrepancies or need for interpretation in the RFP should be brought, in writing, to the attention of the City Representative. Written addenda to clarify questions that arise may then be issued by the City, as appropriate. No oral statements by City, City Representative, or other representative of the City shall, in

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any way, modify the Proposal, whether made before or after acceptance of the Proposal.

6. The scope of work is described in the “Scope of Work” and “Technical Specifications” sections of the Request for Proposals (RFP) package. The City reserves the right to add or to eliminate portions of that work as deemed necessary.
7. Respondents shall satisfy themselves as to the local conditions by inspection of the site to the extent necessary to respond to Step 1. The “site” is the City’s Water System Service area, as depicted in Attachment B.
8. The right is reserved to reject any and/or all proposals for good reason and to waive informalities if it is deemed advantageous to the City to do so.

RIGHTS RESERVED

1. The City of Stockbridge reserves the right to reject any or all proposals, to waive informalities and to re-advertise. The City of Stockbridge also reserves the right to reject proposals which are non-confirming or to reopen the proposal if all proposals exceed funds available for the project.
2. The City of Stockbridge reserves the right to reject any or all proposals from proposers who are declared non-responsive. A proposer who cannot demonstrate sufficient financial resources to perform the contract within the time specified or who has failed to successfully perform previous contracts, or whose lack of character, integrity, reputation, judgment, and experience raise questions about the successful completion of the work may be declared non-responsive. Any proposer whose lack of compliance with laws, ordinances and regulations relating to similar projects of similar character may also be declared non-responsive.
3. Proposers failing to include all documents in the submittal package as required by the proposal requirements may cause the proposal to be declared as non-responsive and be rejected. The failure to follow instructions in completing any part of the proposal package may also cause the proposal to be declared non-responsive and be rejected.
4. The City of Stockbridge reserves the right to reject any proposal which contains unauthorized additions, conditions, limitations, or provisions to the terms of the proposal, including such changes which result from interlineations, additions, or deletions made to the documents in the proposal package.

Proposal Bond

The City requires that the Respondent’s Proposal be accompanied by certified or cashier’s check payable to the order of City of Stockbridge for a sum not less than five percent of the amount of the Base Cost Proposal in this RFP (i.e., not considering the amounts associated with the Supplemental Cost Proposal), or accompanied by a bid (i.e., “proposal”) bond in an amount not less than five percent of the Base Cost Proposal with a corporate surety

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licensed to do business in the State of Georgia, conditioned that the Respondent shall pay the City as liquidated damages the amount specified in the bond, unless the Respondent, if selected by the City as the preferred Respondent, enters into a contract in accordance with the Respondent's Proposal. No Proposal shall be considered unless accompanied by such check or bid bond.

Term of Agreement

The contract resulting from this RFP shall be for a period of approximately three (3) years, commencing on or about November 2016 and ending November, 2019; with an option to renew/extend the contract up to an additional three (3) years. Additional contract extensions must be approved by the City Council. If the City elects to renew/extend the contract it shall provide written notice to the Vendor a minimum of thirty (30) days prior to the expiration of the current contract of its intent to do so. The contract may be terminated by mutual consent of both parties, or by either party without cause upon thirty (30) days' notice in writing and delivered by certified mail or in person.

Contract between Vendor and the City

This RFP and all subsequent modifications thereto are hereby designated as the sole reference and authority for the preparation of proposals and takes precedence over any source, either by verbal or written communications.

This RFP and the contents of the proposal of the successful Respondent will become contractual obligations if an agreement ensues. Failure of the successful Proposer to accept these obligations in an agreement may result in cancellation of the award.

Cost of RFP and Associated Responses

This RFP does not commit the City to paying any expenses incurred by any Firm in the submission or presentation of a proposal, or in making the necessary studies for the preparation of a proposal, or in traveling to the site, or damages to submitted equipment for testing and evaluation. All such costs and expenses shall be borne by each Proposer.

Right to clarification and Additional Research

The City reserves the right to obtain clarification of any point in a Firm's proposal or to obtain additional information necessary to properly evaluate a particular proposal. However the City is not obligated to do so and the proposers should submit thorough, clear and accurate proposals. Failure of a Proposer to respond to such a request for additional information or clarification could result in rejection of the Firm's proposal. The City may obtain information from any legal source for the clarification of any proposal or for information on any Firm including, but not limited to, police files, insurance files, agency files, credit bureaus, and/or professional organizations. The City shall not be required to inform the Firm of any intent to perform additional research in this respect or of any information thereby received.

Responsibilities

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Responsibility of Contractor – It is understood and agreed that the services the Respondent will be contracted to perform under this Contract shall be rendered directly by it or under close personal supervision by it, and that the work shall be faithfully performed with care and diligence. The Contractor will return all calls or other contracts from City within a reasonable time. If it is not possible for the called or contacted party to respond, the Contractor will make arrangements for a designated member of the Contractor to respond to the contact.

Responsibility of the City – City will provide the Contractor with a list of designated City employees who are authorized to contact the Contractor. The City of Stockbridge will also provide a point of contact for all service and billing issues.

Joint Responsibility – If additional services, supplemental to those included are required, both the City and the Contractor have the responsibility to identify those services, include them as an addendum or amendment to the Contract, and determine fair compensation for the additional services.

Taxes and Fees

The City is exempt from federal excise tax and Georgia sales and use tax and will provide proof upon written request. If a company is required to pay any taxes or fees incurred as a result of doing business with the City, the company shall be solely responsible for payment of those taxes or fees.

Public Records

Documents submitted in response to this RFP are subject to public disclosure as permitted by the Georgia Public Records Act. If a firm does not desire proprietary information in the statement of qualifications/proposal to be disclosed, each page containing proprietary information must be clearly marked "Proprietary" and be accompanied by an explanation as to why the information should not be disclosed. The City will, to the extent allowed by law, endeavor to protect such information from disclosure. Proposers who indiscriminately and without justification identify all or most of their proposal as exempt from disclosure will render the entire proposal as non- proprietary and subject to disclosure.

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Definitions

Definitions

Implied Definitions

Automated Meter Reading (AMR) – Process by which a meter is read, via a radio signal emitting from the meter (two-way), to a handheld device being carried by a person, laptop in a moving vehicle or via fixed base.

Backflow Detection – Backflow detection is considered to be the detection of water moving backward through the meter and into the public distribution network. True backflow detection is based on identifying instantaneous occurrences of backwards flow and not the method of net aggregate directional basis over a period of time. Event must be transmitted during normal remote reading process in order to be considered meeting this definition. AMR systems not meeting this definition cannot state their AMR system achieves Backflow Detection. Term is used interchangeably throughout this RFP with the term “Reverse Flow Detection”.

Data collection units (DCU) – Units that receive data from radio transmitting units on the meters and transmit data to the meter reading system control computer.

Data Logging (Permanently installed) – A data logger tracks the historic water consumption going through the meter. A permanently installed data logger is a device that is permanently attached to the meter/register/radio, cannot be transferred to another meter/register/radio, and has the same or higher environmental protection rating as the meter/register/radio.

Data Logging (Temporarily Installed) – A data logger tracks the historic water consumption going through the meter. A temporary installed data logger is a device that is temporarily attached to the meter/register/radio, can be transferred to another meter/register/radio, and has the same or higher environmental protection rating as the meter/register/radio.

Handheld – Is considered to be the handheld device capable of manual reading meters via touch read/manual touch pad entry or receiving radio signalized reads automatically. Term is used interchangeably throughout this RFP with the term “Hand Held Data Collector” or “Hand Held Radio Frequency (RF) Receiver”.

Interface – Is considered to be the written code (or conversion software) which translates vendor information into file formats compatible with the existing City of Stockbridge billing system and vice versa.

Laptop – Is considered to be a ruggedized and transferable mobile computing system intended to receive radio signalized reads automatically while traveling inside a vehicle. Term is used interchangeably throughout this RFP with the term “Vehicle Data Collector”, “Mobile Vehicle Read Unit” or “Mobile Radio Frequency (RF) Receiver”.

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Definitions

Latency – Is considered to be the period of time it takes the Radio to transmit, or “bubbles up”, an updated water consumption value intended to be read by the Handheld, Laptop or Fixed Base.

Leak Detection – Is considered to be the tracking of a continuous flow of water going through the meter over a minimum 24-hour period. Event must be transmitted during normal remote reading process in order to be considered meeting this definition.

Meter –Device used to measure water consumed by consumers. Water is measured in units of US gallons. Is considered to be a water meter only.

Radio – Is considered to be the radio frequency sending unit, including the battery, antenna, and all the necessary appurtenances, which sends the data taken from the register to the handheld, laptop or fixed base. Term is used interchangeably throughout this RFP with the term “meter interface unit”. Some manufacturers may have this item combined in one unit with the Register.

Register– Is considered to be the reading unit situated on top of the meter. Term is used interchangeably throughout this RFP with the terms “encoder” or “absolute encoder”.

Remote Reading – See AMR definition.

Star-type – Point to point communication from towers and repeaters.

Tamper Detection – Is considered to be the identification of unauthorized modifications of the meter/register/radio apparatus. Acceptable claims for tamper detection include cut wire, meter tilt, and register removal, prolonged no flow periods or any other event detectable by the equipment. Event must be transmitted during normal remote reading process in order to be considered meeting this definition.

Time Zone – All references to time required to be made based on the Eastern Time Zone.

Transmitter Unit (TU) – The radio transmitter on the meter.

Transmit Condition Interval – Is considered the period of time, in days, a Radio will transmit a detectable warning event such as Backflow, Leak, Tamper, and etc. before terminating (or re-setting) the transmit signal condition.

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Scope of Work

Scope of Work

Base Scope of Work

The work involved under the terms of the contract with the Respondent shall be full and complete execution of the items noted below, and as described further throughout this RFP. This effort involves furnishing new meters and installation of an MI system, to include but not be limited to the following:

1. Furnish fixed network AMI system data collection units (DCUs) and associated repeaters. This includes installation of the DCUs/repeaters and required support structures and electrical power, capable of capturing signals from radio Transmitter Units (TUs).
2. Mobile radio interrogator units to be used in conjunction with the system in mobile drive-by mode, in the event the DCUs are inoperable.
3. Furnish all meters in sizes and numbers indicated in Estimate Meter Count chart along with TUs capable of receiving information from said meter, and transmitting this and other relevant information to fixed location DCUs installed as part of this contract. Provide, if applicable, required cabling, splice kits, etc. to connect or replace the existing AMI compatible meters if necessary.
4. Furnish and install the communication system capable of transferring data from DCUs to a meter reading system control computer or hosted environment for the City.
5. Furnish and install a meter reading system control computer or supply hosted services for data storage into which the data from the TUs and other information necessary to operate and maintain the AMI system may be input and stored.
6. Furnish the software or programming necessary to operate the system and communicate meter reading data to the City's customer information and billing systems. Vendor shall work directly with the Tyler-Incode Version X system to create an interface and cover any programming costs charged by Tyler-Incode.
7. Obtain all Federal, State and local permits required for the installation and operation of the system.
8. Provide technical and installation support to the City during system deployment of meters and transmitters on meters, and integration for all meters.
9. Provide documentation adequately describing the operation and maintenance of the AMI metering system and its components, for use by City employees or agents.
10. Provide training sufficient to enable City personnel to operate and maintain the system.
11. Provide technical support for the system over its expected life, including on-site and telephone support for City personnel, and patches and upgrades to the

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Scope of Work

system software and firmware to ensure that the system continues to perform to design criteria.

The contracted Respondent for this project shall comply with all Federal, State, County, and City codes and regulations applicable to such work and perform the work in accordance with the requirements and specifications of the contract documents.

The contracted Respondent will be required to enter in a contract with the City of Stockbridge. The contract will include but not be limited to City standards, bonding, insurance, limits of liability, and other general and specific contractual requirements.

The contracted Respondent shall first furnish and install the equipment necessary to implement the meter replacement program and AMI system within a small portion of the City's service area so that the City may confirm that the installed system functions appropriately. Once accepted, the Respondent will be given notice to proceed with the remainder of the Base Scope of Work. The Respondent must address how they will guarantee access to replacement and warranty parts inventory within a 48 hour window.

The City's goal is to have AMI system fully installed and operational by March 2017.

Additional Background Information

1. Demographics of Utility. The City maintains approximately 3,100 metered water service connections. The majority of service meters are 5/8-inch by 3/4-inch in diameter. The majority of existing water meters are installed in shallow pits.
2. Meter Count Estimate. The following table provides an estimate of the number of existing water service meters, based on City records as of May 1, 2016.

Estimated Number of Replacement Meters

Meter Size	Numbers of Meters
1"	73
1.5"	5
2"	69
3"	6
4"	3
6"	13
8"	1
3/4"	2872

The majority of meters are Sensus meters not equipped for connection to AMI TUs. All meters are proposed to be changed during this exchange unless the current Sensus "Smart Meters" are able to be utilized.

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Scope of Work

3. Current Reading System. All meters are currently touch read. Export/import text files are created to connect to Tyler-Incode Version X utility billing software.
4. Current Billing and Customer Information Systems.
 - a. Name of System/Vendor – Tyler-Incode Version X
 - b. Platform – presently Windows 7
 - c. Bill Processing – Customers are billed monthly. The bills are calculated by the Tyler-Incode Version X system monthly and a third party vendor produces and mails the bills.
 - d. Payment Processing – All customers are given approximately 15 days to pay. Payments are made by various methods including phone, drop-box, mail, over-the counter, and web site.
5. Current Work Order System. Currently work orders are generated through the utility billing system and the work order system.
6. Current Service Order System. Currently service orders are processed through the Tyler- Incode Version X system. Specific codes generated by the handheld meter reading units generate service orders.

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Technical Specifications

Technical Specifications

The following describes the technical requirements for meters and the AMI system. The City of Stockbridge (City) intends to procure the best-designed and operating AMI system to meet its long-term needs. For some items listed below, the City has identified minimum requirements that must be met. For other items, the City has identified desired end results and is open to various methods for achieving those results. The City is solely responsible for making judgments about the products and services being offered and whether they meet the intent of the Project. Taking exception to the City's requirements will not necessarily adversely affect consideration. In describing any exception, the Respondent shall note how the system achieves the performance and operational requirements specified and any potential benefits of the proposed system to the City.

The following sections of this document constitute a data and bid request to gather technical data cost consideration on the products proposed. Respondents must respond to the technical data request as set forth in the Instructions to Respondents. All Respondents must provide information in response to the Base Scope of Work. Information submitted in response to the Supplemental Scope of Work is optional. All data provided by the respondent to the City will be utilized for consideration.

Base Scope of Work

Meter Exchange / AMI Systems Overview

The City requires that all water service meters supplied in the exchange program be equipped with a fixed network AMI transceiver that will enable it to obtain timely, accurate, and on demand meter information. AMI system features, characteristics, and performance that result from the interaction of components are to be addressed in this section. Component requirements and characteristics specific to individual components are to be addressed in this section. It shall be the Respondent's responsibility to propose any components, ancillary services, etc., not addressed in this Request for Proposal to ensure that the City obtains a complete and fully functional system.

1. System Design – Provide the following information for the meters and AMI system being proposed, include any charts, graphs or illustrations that would help communicate the information requested.
 - a. Mode of operation. Describe the system's normal mode of operation (i.e., for obtaining periodic readings for billing and other purposes). Also describe the ability of the system to operate in mobile drive-by mode, if necessary when data collectors are out of service.
 - b. Frequency of reading. How often are meter readings normally obtained (default setting)? Describe any options for changing the reading frequency at which meter readings may be obtained. Describe how the changes to the reading frequency are made.
 - c. System capacity. Describe the capacity of each system component in terms of meters low flow reading capacity, range of flows and accuracy, meter battery life, internal memory and all applicable dimensional and capacity information for the

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Technical Specifications

transmitters and collectors. Describe the number of meter readings stored and/or the number of meter readings that can be transmitted or received in a given time interval.

- d. Read on demand. Describe how the system obtains "off-cycle", special or on-demand readings from a particular meter. Include guaranteed on demand read time from request to confirmation of real time read.
- e. Demand profiling. Describe the capabilities of the system to obtain short-interval readings (e.g., hourly or several times per day) to monitor and profile water consumption patterns from a particular meter or group of meters.
- f. Communication channels. Indicate the radio frequencies that are used for communication between the transmitters and data collectors proposed. Describe any licensing requirements and the process of obtaining and maintaining such licenses. Describe transmission power and receiver sensitivity with respect to retransmissions and number of collectors required. Describe the radio communication mode(s) used by the system in terms of radio technology(s) used.
- g. Data transmission accuracy and security. The system must include provisions to guarantee data transmission accuracy, security and immunity from outside interference as well as signal degeneration, to prevent accidental loss or interception of customer or meter reading data. Describe how the proposed AMI system achieves these requirements.
- h. Stored data system integrity and security. The system must guarantee data integrity and data security. The system must ensure against loss of data. Describe how the proposed AMI system achieves these requirements.
- i. Tamper detection. The system must contain tamper detection capability which, when the meter, transmitter or any wiring between components has been tampered with (cut wire, tilting of meter, backflow, etc.), must cause a tamper message to be indicated when the transmitter sends its data. Indicate how quickly tampering with each component will be reported and how it will be reported. Address whether or not the system generates a notification if the register number of the field device changes or there is a mismatch between the register number of the field device and the current register number in the system database.
- j. Leak detection. The system must monitor water consumption through the meter and indicate when there is a suspected leak. Describe how the system identifies and communicates leak detection information at the time reading information communicated. Note if there are any other leak detection capabilities that the system has (e.g., can leak detection be configured at the individual meter level; or, can distribution leaks be detected via the AMI system using additional sensors?).
- k. Other detection/status and trend monitoring. Describe what other detection and/or status and trend monitoring capabilities the system has, e.g., backflow detection, register malfunction detection (under registration, over registration, no registration), trend analysis to aid in developing policies to promote water conservation, battery power levels (replacement predictions), signal-to-noise performance of transmissions (system tuning).

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2. Environmental tolerances. All system components (except the meter chamber) must operate over a climate range commensurate with Stockbridge, Ga., and a humidity range of 0% to 100% non-condensing and must operate in conditions subject to water submergence (i.e., meter boxes or vaults) and heat.
3. FCC Licensed. All applicable system components must be FCC licensed and approved.
4. Component firmware. Vendor must include firmware for all system components, including transmitters, data collectors and portable interrogator/programming/testing units, at no additional cost. Vendor must provide any available upgrades or patches to such firmware to correct problems, add new standard features, and ensure system compatibility and full functionality for life of the system at no additional cost, including installation. Describe how firmware is updated.
5. Warranty. Describe all warranties/guarantees applied to all equipment used to operate the AMI system.

Transmitter Device

Transmitter devices, designed to capture meter readings or accumulated consumption and other information from the meters and transmit this information to data collectors, must be installed at all water service meter locations. The information provided by the transmitter must be sufficient to enable the AMI system to replace the routine reading and physical inspection of meters by City staff.

1. **Physical characteristics.** Describe the physical characteristics of the transmitter, including height, length, width and weight.
2. **Transmitter configuration.** Describe the transmitter configuration that you are proposing.
3. **Multiple meters/registers.** Describe how the transmitter handles multiple meter registers and multiple meters in close proximity. Note if there is a price differential for a transmitter that can handle multiple registers.
4. **Batteries.** What type of battery does the transmitter use? [Provide make, model number and spec sheet on those proposed for use in this system] What is the expected battery life? Is the battery removable and replaceable? If so, what is the current cost of replacement batteries? Can the battery be replaced in the field? If so, describe the process. How will the system prevent loss of programming or data if the battery expires? Describe any special transmitter battery disposal provisions, and indicate the current cost of providing battery disposal if special handling is required. Describe the impact additional reading frequency has on battery life and at what frequencies battery life may be affected. Describe the end-of-battery-life indication of the system: a) at the battery level, and b) at the system software level.
5. **ID Number.** Each transmitter must have a unique, permanent ID number that is transmitted with the meter readings. Note the length of the ID number and any other

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- characteristics. Address whether or not the meter register ID is also transmitted with the meter readings and how the situation of one transmitter serving two or more meters is handled. ID numbers cannot be larger than 15 digits.
6. **Programmability.** Describe all transmitter programmability options, features and procedures. Note whether programming of the transmitter is needed due to meter register or other maintenance.
 7. **Environmental tolerance.** The transmitter must operate in conditions subject to water submergence (i.e., meter boxes or vaults) and heat. Describe features of the transmitter that prevent corrosion or degradation of mechanical or electrical performance.
 8. **Ease of Installation.** Briefly describe installation procedures. Indicate design provisions to avoid installers' mistakes in installation, connection to meters, and programming. Can successful installation be verified in the field to avoid return trip to transmitter radio/meter?
 9. **Ease of maintenance.** Briefly describe procedures that need to be followed to replace the transmitter should it fail. Describe procedures for the various transmitter configurations. Note any specialty tools, materials or supplies that are needed to perform this work.
 10. **Meter pit installation.** The City's water meters are located in enclosures: plastic boxes with plastic, cast iron or steel plate lids, concrete boxes with cast iron or steel plate lids, concrete vaults with steel plate lids and within mechanical rooms with a variety of exterior walls. Some of the meter pits are in vehicle traffic areas, including parking areas. Describe any issues with the meter pit installation that will affect long-term reading reliability and reading range and suggested solutions. Note: If the transmitter is integrated in the register, supplier **must** provide a through-the-lid external antenna solution. Note any requirements that must be met to avoid voiding or diminishment of system warranties and guarantees.
 11. **Connections to meter registers.** Describe the connection between the transmitter and the meter register(s), and provisions to prevent misconnection, corrosion or disruption of any connections.
 12. **Warranty.** Attach the transmitter warranty information for transmitter and battery in Attachment A, Section 1. Warranty of transmitters and batteries shall address frequency of reads.

Mobile Interrogator

The City requires vehicle-based mobile interrogators be available for use in the event that fixed network data collectors are out of service for an extended period of time. The mobile interrogators should be designed to be easily installed and removed from City vehicles. The mobile interrogator should safely and efficiently interact with the City employee driving the vehicle to guide him or her in obtaining readings from all the meters on a route and identifying meters that cannot be read. The City will provide the vehicles used for mobile meter reading.

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1. Mounting and power. A mobile interrogator may be either a portable interrogator designed to operate from within a vehicle, or a separate device mounted in a vehicle. Specify the dimensions and weight of the interrogator. There must be a back-up battery to preserve internal memory. If meter readings or critical system data are stored in the mobile interrogator, indicate the life of the back-up battery.
2. Mode of operation. Describe all reading mode(s) using the mobile interrogator (e.g., individual alerting of transmitters, blanket alerting of any transmitters within range, simple reception of any transmitter signals while passing by, etc.). Indicate how the driver will be given meter route information. The mobile interrogator must indicate to the driver/meter reader which meters within the route being read have been missed. The mobile data collector must be capable of reading the transmitters in random order. The system must be capable of merging data collected from the mobile data collector together with data collected from handheld reading units into files to be uploaded to the City's billing system.
3. Capacity. Describe the capacity of the mobile unit in terms of total meter readings that can be captured, and rate of capture.
4. Signals to driver. The mobile interrogator must provide signals to the driver during the reading of a route. The AMI system and mobile interrogator should incorporate or interface with a geo-positioning system to enable the driver to see his/her position in relation to meters to be read.

Field Programming and Testing Devices

Field programming units may be required to program transmitters or meter registers. Portable field test units may be required to diagnose problems with meter registers, transmitters or the system. Some or all of these functions may be incorporated into the handheld data collectors, or combined into one unit; e.g., programmer/tester.

1. Number of units. Respondent shall supply all units required for Respondent's sub-contractor. Indicate how many units are required for maintenance by City employees after installation. Pricing and totals for these units shall be included as part of the proposal bid.
2. Functions/modes of operation. Describe all of the functions of each unit.

The field programmer must be capable of programming the transmitter with any information required for operation. The portable field programmer must be capable of providing instructions to the transmitter concerning the make, model and data protocol of the meter being connected, should the transmitter not be able to determine this itself.

The field tester must be able to locate and diagnose problems with a system component (meter register, transmitter or DCU) unless the system incorporates an alternate way to make such diagnoses. The field tester should be able to ascertain the condition of the battery in a transmitter. Can the field test unit simulate the functions of a transmitter?

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3. Interface to control computer. Describe the mechanism and procedure for downloading data from and uploading data to the AMI control computer.
4. Capacity. Describe the capacity of each unit. If the unit stores work order information, how much data, or how many work orders, can it accommodate?
5. Physical Characteristics. Indicate unit weight and dimensions. Describe any features, such as shoulder or belt strap, to facilitate carrying and preventing it from being dropped.
6. Accessories. What connecting hardware and software, including cables, modem, cradle, battery, charger, etc. are required for the unit to be fully functional?
7. Batteries. Does the unit use rechargeable batteries? If so, what type? If not, what does it use? How long does it take to fully recharge a battery after a full day of normal use? The unit must ensure against accidental data loss in case of a dead battery.
8. User interface. Indicate the display's overall dimensions, the number of characters displayed, and the height and width of the characters. Does the display allow alphanumeric characters? Include an illustration of the display screen and keypad. How does the unit enable the display to be easily readable in bright or dim light? Indicate the angular range readability. Describe any audible tones used by the unit, and their function (e.g., confirming a reading or successful programming, warning of an out-of-limits condition, low battery, etc.)?
9. Manual entry. Does the unit permit manual entry of meter readings and other information (for example, the information necessary to complete a meter or transmitter investigation or repair work order)? If so, what other information? Describe its capability to record notes or comments.

Fixed Network Radio Data Collector

The City owns a number of facilities that are preferred to be used for locating fixed network data collectors. Location information is available from the City upon request. The City prefers that, to the extent practical, these existing sites be used for the mounting of fixed radio data collector units per specifications set by Utility Service Co. Fixed radio data collection units must be mounted on roofs, utility poles, towers, etc., at sufficient height and density to enable the City to collect readings from all meters in that portion of its service territory designed for use by this system. The Respondent is responsible for estimating and guaranteeing the number and location of fixed data collectors required in the City's service territory. The proposals will be accompanied by 3rd party propagation study. Propagation studies will be funded by the respondent. The City intends to avoid locations where leasing arrangements must be made.

1. Modes of operation. Indicate the mode of operation and schedule by which the data collector captures, stores and re-transmits data received from transmitters back to the AMI control computer.
2. Communication to control computer. The Respondent must be responsible for a communication network or provisions to deliver meter readings and other AMI system

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- data to the AMI control computer. Indicate available options, reoccurring costs (if any), and proposed method for transmitting data.
3. Number of units. Indicate the estimated number of data collectors. The Respondent is responsible for providing a sufficient number of data collectors/repeaters so that all expected reads are obtained. Note in your design if meters might be read by more than one data collector. Describe the typical operating range of the data collector and conditions that might affect that range.
 4. Mounting. Indicate options for mounting data collectors/repeaters, and recommended configuration. Indicate minimum required height.
 5. Power supply. How is the data collector/repeater powered? What are the estimated one- time and continuing costs for powering data collector/repeaters? How does the system preserve data, and for how long, should power to a data collector/repeater be lost?
 6. Programming. Describe any programmable features, such as reporting schedules, for data collectors/repeaters, and procedures for programming or configuring.
 7. Electrical isolation. Indicate how the data collector/repeater is protected against electrical surges such as lightning. No grounding directly to water tanks will be allowed.
 8. System installation schedule. The contracted Respondent will first furnish and install the necessary components of the AMI system within a small portion of the City's service area, so that the City may confirm that the installed system functions appropriately. Once accepted, the Respondent will be given notice to proceed with the remainder of the Scope of Work. The entire AMI system will be fully deployed by the end of 2017. However, the data collection system must be installed and tested for territory-wide usage within the first 60 days of the contract. It is acceptable to complete this installation sooner than indicated. Describe the proposed plan for achieving this schedule. Identify significant milestones in the system installation process. Identify any assistance that might be required from the City. Describe the plan for testing the design and operation of the AMI communication system prior to its submission to the City for acceptance.

AMI System Radio Licenses

The City requires the Respondent to secure on behalf of the City all radio licenses necessary to operate the AMI system on frequencies that will be sufficiently free of noise and interference so as to provide all proposed capabilities over the life of this system. The City will only accept systems that operate with primary or secondary radio licensing technology.

1. FCC licenses. Indicate what FCC or other regulatory agency licenses, if any, the system will require. Indicate the expected length of time to acquire such licenses. Indicate what problems can occur in the process of obtaining such licenses. Note if licenses must be acquired prior to the installation of the AMI system equipment. Note if licenses have a renewal period.
2. Obtaining licenses. Respondent must obtain all necessary licenses on behalf of the City. Licenses must be obtained and assigned radio frequencies verified as suitable for

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use with the AMI system before any AMI equipment may be installed. If the Respondent is unable to obtain the necessary licenses in a timely manner, the City reserves the right to cancel the contract and orders for all or part of the system, and receive a full refund from the Respondent of all amounts paid. The Respondent will be required to remove all installed AMI system equipment solely at their cost, including any AMI system equipment installed by the Vendor that cannot be operated due to the lack of a proper license.

AMI Control Unit

The AMI system will be operated from a Hosted or control unit(s), which will be a server(s). This unit(s) may be the same one used to manage all reading collection devices. It may be the same one used to control the AMI system installation. The unit(s) must have sufficient capacity to handle all of the City's meter readings, including future expansion capability as the City grows.

The Respondent must design, furnish, and install the configuration (including control computer/server, operating system, and any other components necessary to interface with the City's network) most suitable for its system and the City's application. The City's technology standards include Microsoft Windows operating system, Microsoft Office, Tyler Incode Version X, 3-5 year warranty and replacement. The system shall be upgradable as the City migrates to newer operating systems.

The combination of hardware and software needs to be robust, fault tolerant and with applications and data easily restored from back-up files.

The specifications for the unit(s) should include the following:

1. Operating system, memory, processor speed and hard drive requirements.
2. Indicate the estimated number of units of the various hardware items (computers, servers, printers, etc.) and software (operating system, communications, etc.) that will be furnished for the City to properly operate the AMI system. Number purchased will be dependent upon final system design, and must provide for full system hardware backup. Hosted options will be considered and pricing for hosting should be included.
3. The control unit(s) must be capable of residing as a node on the existing City data communications network.
4. The control computer(s) must be capable of operating in a normal office environment and be easily moveable. The system software and functions must be quickly and easily transferable to another computer/server in the event of failure on the primary control unit.
5. Warranty. Attach control computer warranty in Attachment A, Section 3.

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AMI System Software

Respondent must provide all software, including third party software such as data compression software, operating system, relational database management system, and database report generator, necessary for City staff to operate and manage the AMI system. This software must include interfaces to the City's customer information system (C I S) to enable transfer of meter readings, synchronization of databases, customer service functions, measures to protect data security, etc. Software must be provided with all licenses, and must be maintained by the AMI Respondent over the life of the system. The City will provide the record layout for its CIS and expects the Respondent to tailor an interface from its AMI system software to the CIS. The City IT staff will work closely with the Respondent to ensure that this is accomplished efficiently. However, the Respondent is solely responsible for ensuring that data from its system is being transferred properly to the City's CIS system. The software must be able to manage a minimum of 10,000 accounts and be expandable.

1. Modes of operation. Respondent to provide information on their system operating modes, including batch processing and single meter reading query processing. Describe the steps a system operator must perform to obtain meter readings for the meters at customers' premises. AMI software shall provide the user with reports of the current status and reading history of individual accounts and selectable groups of accounts. The software shall be able to sort and list accounts. The software shall be able to create user-defined account groups.
2. Interface to billing system – Tyler Incode Version X. The AMI system shall automatically provide data, corresponding to all the accounts in a billing cycle, meter reading route or other grouping presented to it, to the CIS, in a standard, nonproprietary format (e.g., comma separated value ASCII). Each record provided to the CIS shall contain at a minimum: account number, transmitter ID number and/or port number, billing cycle or route number, meter number, meter readings, error codes or flags, date and time for each meter reading, unable-to read code, and tamper indications. Indicate what information is required by the AMI system from the CIS so that the former may respond; indicate what information is provided to the meter reading database; describe record layout, including field length and format. Describe any steps an operator must perform to initiate or schedule this process.
3. Updating account data. Indicate arrangements for synchronizing data between the meter reading database and CIS.
4. Recovery/restart. Describe procedures to recover/restart the system in the event of an interruption or software freeze.
5. Multiple users. How many concurrent users can the system accommodate? What is the licensing arrangement for concurrent users?
6. User interface. Respondent must include menus, navigators and major screen shots in its proposals. Describe provisions and guidelines for customizing screens, menus and

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- navigators. Indicate whether the user interface is a client that must be installed on each work station or is browser based.
7. User access. What provisions exist for data entry and editing by users? What restrictions are placed on such functions to ensure security and data integrity? The software shall include a security system, incorporating multiple levels of authorization and access to limit specific data, users, modules and/or specific tasks. The System Administrator must be able to modify the levels of security. Describe security features, logging and levels.
 8. Meter reading database. The AMI system database shall contain at a minimum: account number, transmitter ID number and/or port number, billing cycle or route number, meter number, register number, customer number, meter readings, date and time for each meter reading. The meter reading database may contain additional fields. The interface between the two databases must work during the transition period where some of the reads will be coming from the AMI and the remainder from existing meter reading methods. The plan is to implement the AMI reads into the utility billing system based upon existing routes – one route at a time. The ability to run parallel billing is required. The Respondent shall provide a data dictionary for the underlying AMI data base so that the City can query the data via ODBC and generate data extractions and reports. The ability to create data views using tools built into the AMI software is a plus.
 9. Capacity. Describe any capacity limitations on the number of accounts, number of readings per account, etc. for the configuration proposed. Describe any provisions for archiving additional data.
 10. Back-up. Describe data back-up capabilities and procedures to ensure that system and consumption data is not corrupted or lost.
 11. Client/user interface. The preferred solution for the user interface is browser based. However, if client software is required, then it shall run on Windows 7 (or latest service pack). Indicate the minimum hardware and software requirements for the client/user interface [RAM, CPU speed, OS, browser types and versions, etc.]. See discussion above regarding the City's preferences regarding the server side OS, etc.
 12. Reports. Provide a list, with brief descriptions and screen shots or sample pages, of the standard reports provided for system and component performance; missing or late data; errors, anomalies and alarm conditions; data transfer, management and administration; analysis of consumption for individual customers or groups of customers; and other major report categories.
 13. Traps for questionable readings. Describe any system capabilities to validate meter readings for reasonableness, unusually high or low readings, and potential meter rollovers.
 14. Meter reading system performance assessment and diagnostic tools. Describe any tools available to assess the performance of the system and to diagnose problems; e.g., radio transmission strength/problems, battery life status, etc.
 15. Support. Provide normal hours of operation and level of support on major US holidays.

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16. Software documentation. Documentation shall be provided with the software and shall include at a minimum: system overview, flow charts, file descriptions and record layouts, database structure diagrams, description of program function and logic, back-up and recovery procedures, operating procedures, screen layouts, data entry procedures, report descriptions, descriptions of all user options, and descriptions of all error messages.
17. Software license and warranty. All Respondent supplied software must be supplied with a license indicating the software's designer, owner and licensor, and detailing the terms and conditions, including annual cost of maintenance by the Respondent. Software license and warranty shall cover all patches and upgrades, including new versions, for the life of the system at no additional cost. Indicate how many workstations the software license will cover and the cost, if any, of additional workstation licenses. Indicate the length of the software license warranty.
18. Third-party software. Indicate third party software (operating system, database, report writer, etc.) specifically required to support Respondent's application. Indicate the warranty, licensing and support provisions for any such packages.
19. Interface with GIS. Indicate any provisions in the database for integration with the City's current version of GIS data related to meter or premises location.
20. The system software should provide statistical reports on the usage of the product. The system must incorporate detailed incident reporting and logging feature. Methods of monitoring system performance shall be included.
21. The software should provide a test environment for testing prior to placing changes into production. The software should enable simulation of operating with sample data before permanent changes are incorporated into the code or processes.
22. The System must be capable of complete on-line, real-time record creation, maintenance, reporting, and retention.
23. Data hosting. If data hosting is proposed, describe how this service will operate, what support is needed from the City, and the general benefits of such service. Computer and software components or hosted option must be able to readily provide at least the most recent 13 months of consumption data for analysis and customer service purposes. In addition, the system must be capable of storing/archiving up to 10 years of historical data, retrievable for data analysis purposes.
24. Warranties. Attached software warranties in Attachment A, Section 4.

Documentation

The City must be provided with all documentation needed to install, operate, and maintain the AMI system and all of its components. Documentation must serve both for training and reference, and must be kept up to date with any system or software upgrades or corrections.

1. System manuals. Respondent must provide manuals and customized written procedures sufficient for complete operation and maintenance – including installation, configuration, diagnostics and repair – of the system. Respondent must supply three

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- (3) complete hard-copy sets as well as three (3) copies on CD-ROM or portable drive in Word format prior to the start of the Project, which will be defined at the Pre-Deployment meeting.
2. Third party software manuals. Respondent must provide at least two (2) sets of manuals for any third-party software or components incorporated in its system, both in hard copy and electronic copy on CD or DVD.
 3. Updates and revisions. Respondent must promptly inform the City of updates and revisions and provide replacement pages and digital copies whenever there are any revisions or additions to the manuals.
 4. Hosting Updates. If hosting is utilized, updates must be carried out by the host at no addition cost to the City. Notification to the City must occur no less than 10 days prior to its deployment. Any software patches needed shall be included in the notification.

Training

The City requires training of all appropriate staff sufficient to enable them to effectively operate and maintain the system. To be effective, the City requires that training curriculum be provided in advance, that training be accompanied by course workbooks and materials, that training be provided by experienced instructors, and that all training be accompanied by tests or hands-on evaluation to ensure City employees or agents have absorbed the content of the training. The City will designate one or more City employees that the Respondent will train on all aspects of the AMI system and will become the lead trainer(s) for the City.

1. Prerequisite for training. Training must be sufficient to prepare the City staff to fully and completely administer and maintain the system without further reliance on Respondent staff beyond normal assistance covered by maintenance agreement. The City requires that training occur once the system is fully operational, with the exception of TU installation training, which is to occur prior to system installation.
2. Training on the AMI system equipment. The Respondent must provide training to City staff on any and all AMI system equipment, whether provided by the Respondent or purchased by the City (including the control computer and database) after it is installed, tested and accepted by the City. Training must use real data from the City's own system.
3. Location. All training shall be done at the City's offices and facilities in Stockbridge, Georgia, or in the field, at City specified hours.
4. Training curriculum. Respondent must provide thorough training in each of the following areas for the designated number of people:
 - a. All aspects of the AMI system's operation, including obtaining reads and consumption data from the system, transferring reads and other information between the AMI system and the CIS, creating performance reports, diagnosing potential problems with system components, changing or adding customer accounts/transmitters/meter registers/meters to the system; for a minimum of 10 City employees or agents for a minimum of 16 hours.

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- b. Meter reading database management, for a minimum of 5 City employees or agents for a minimum of 8 hours.
- c. Field installation, for a minimum of 5 the employees or agents for a minimum of 4 hours.
- d. Field diagnostics and maintenance, for a minimum of 5 City employees or agents for a minimum of 8 hours.
- e. Application software administration, for a minimum of 5 City employees or agents for a minimum of 12 hours.
- f. The City may add additional personnel to the initial training sessions noted above without incurring any additional training costs from the Respondent.

The Respondent must specify duration for each of these training sessions if different than what is noted above.

- 5. Training aids. User training will include detailed documentation and reference materials for each end-user. Respondent must provide trainees' workbooks, training aids (including software and video), and system technical manuals prior to or during the training session.
- 6. Supplemental training. Respondent must provide a schedule of costs for additional training beyond the initial training proposed contained in the Cost Proposal.
- 7. Restore equipment. Respondent must restore, repair or replace any City equipment damaged in training, and restore any hardware or software modified during training sessions.
- 8. Instructors. The Respondent must provide trained and experienced instructor(s), and ensure that they do not perform other duties during the training period that will interrupt instruction.
- 9. Testing. The Respondent must document subject proficiency for all City personnel that has been trained.
- 10. Evaluation. The Respondent must provide evaluation forms for each training session conducted to solicit feedback from participants regarding the training. At the City's sole discretion, training sessions that appear to be inadequate will be repeated at no additional cost to the City.

Support

The Respondent must provide on-site and telephone support as needed by the City over the estimated life of the system to ensure its proposed performance. As this support will be requested when software or equipment malfunctions, response must be rapid, accurate and efficient. Local, hands-on support for necessary repairs on warranty items is to be provided with a response time of 24 hours.

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1. Initial support period. Respondent must provide telephone and on-site support, as needed from the effective date of the AMI System contract until the date of final system acceptance at no additional cost to the City.
2. Preventive maintenance provisions. Describe the Respondent's recommendations and requirements for AMI system preventative maintenance, back up, archiving, etc.
3. Loaner equipment. The City intends to procure additional AMI system equipment, based on the recommendations of the Respondent to account for product failures or repairs. Given the critical nature of utility operations, the Respondent must make available loaner equipment in a timely manner to ensure continued, seamless utility operations of the meter reading, maintenance and billing functions affected by the AMI system. In the chart below, list the AMI system equipment that will be loaned to the City and the response time in which the City will receive the equipment. The costs of any loaner equipment may be included in the annual maintenance agreement. If loaner equipment is at additional cost to the City, indicate the estimated cost over the life of the system

Project Staffing

The success of this Project is critical to the operation of the City. Describe the organization structure that the Respondent will provide to support this project. Name the personnel that are planned to be assigned to the Project, their roles and responsibilities. Provide a list of project staff's experience in delivering projects of similar size and scope.

Deployment Plan

Prior to the Pre-Deployment meeting, the City in conjunction with the Respondent will develop a detailed deployment plan. Describe in general terms the process that the Respondent takes in deploying a project similar to the City's Project.

The City intends to conduct an initial deployment phase of approximately 50 accounts in a concentrated area of the City to test the AMI system and installation services policies, procedures and control systems. The Respondent must be an integral part of this initial phase of work. The entire cost of the Respondent for participating in the initial phase shall be included in the Cost Proposal developed for this RFP.

Quality Control

The City is expecting the Respondent to design and furnish an AMI system that has an estimated operating life of 20 years requiring some repair, maintenance and replacement due to design, materials, and workmanship failures. Describe the quality control policies and procedures that the Respondent has adopted to ensure quality system design, manufacturing, component sourcing, installation and any other aspect that affect the serviceability and useful life of the equipment and software that will be furnished for the Project.

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Project Administration

The Respondent will be required to participate in various on-site meetings from time to time, issue reports, establish and amend delivery schedules and other routine items to administer the Project. Please describe the general plan that the Respondent will follow regarding project administration issues.

System Performance Warranty

The City expects the Respondent to design and provide an AMI and metering system that reliably and accurately transmits the reading on the water meter along with other information contained in that transmission. The Respondent must warrant that the system will achieve a minimum 98.5% reading rate in a three (3) day window, by comparing the number of actual reads received versus the number of reading attempts made at any time reading activity is performed, when the transmitter is installed and the reading equipment is operated and maintained according to the Respondent's instructions. Propose the Respondent's plan for addressing equipment failures that result in a reading rate of less than 98.5%. Describe the support that is expected from the City to assist the Respondent in addressing such failures.

1. Product failure. List the types of failures that the Respondent considers beyond their reasonable control.

Installation Process and Data Management

The City requires a clear and detailed process for managing equipment inventory data (e.g., account information, old register information, new register information, etc.) during system deployment. Describe the step-by-step process used for meter register and transmitter installations at existing meter locations, and all equipment (e.g., handheld devices) required to complete such installations, including the importing of this information into the City's billing system. Note if equipment used for installation is different than (i.e., additional to) that used during ongoing operation of the system.

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Supplemental Scope of Work

Supplemental Scope of Work

Installation

This includes installation of the meters, registers and AMI transmitter unit equipment, project management and control by the Successful Respondent's Subcontractor to ensure that all equipment is installed properly and all information about the system is correct, and field inspection of installers' work to ensure that it is performed properly. Contractor will follow the City's Standard Operating Procedure on meter change outs for each service.

1. Project duration. Project duration shall be nine (9) months from the date of Notice to Proceed.
2. Installation sequence. Successful Respondent's Subcontractor shall conduct installations in sequence to be determined by the City in discussion with Successful Respondent's Subcontractor. The City and Successful Respondent's Subcontractor shall establish an overall schedule for installation of the entire project. On the first workday of each week, Successful Respondent's Subcontractor will provide the City an updated schedule of where work is planned for the next 3 weeks.
3. Work hours. No work shall be done between 6:00 pm and 7:00 am except where required or authorized by the City. No work shall be done on Sundays and legal holidays. Legal holidays shall be defined as those holidays annually observed by the City. Exceptions may only be authorized by the City.
4. 24-hour customer access. Successful Respondent's Subcontractor must respond to calls from customers or the City concerning leaks, loss of service and other problems associated with installations on a 24-hour per day basis. Successful Respondent's Subcontractor must respond within one (1) hour of receiving the call and mobilize to correct any problems within three (3) hours of receiving the call.
5. City Project Manager. The City will designate an employee or agent who will manage the project on behalf of the City. The function of this Project Manager is to coordinate with the Successful Respondent's Subcontractor and ensure compliance by the Successful Respondent's Subcontractor with the specifications. The designation of a Project Manager shall not relieve the Successful Respondent's Subcontractor of its full responsibility to comply with the terms of the Contract and/or all plans and specifications.
6. Installation acceptance. Each Installation will be accepted by the City conditioned upon (1) electronic submission of a list of completed installations containing for that installation the premise identification number, address, old and new meter ID numbers, old (ending) and new (beginning) meter readings, transmitter ID number, location of meter and transmitter, Successful Respondent's Subcontractor's name, Successful Respondent's Subcontractor's inspector's name, and all other information relevant to the installation; (2) satisfactory inspection by the City; and (3) successful capture of a confirming meter reading or sequence of meter readings from that meter and

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transmitter by the City operating the AMI system in a normal way. Electronic submissions shall be in a format such (example: Excel or CSV file type) that is acceptable by the City.

7. Automated project control system. The Successful Respondent's Subcontractor shall utilize an automated installation information management process, so that little or no information has to be captured or entered manually. The system shall have a redundant backup process, so that all information is preserved in the event of a breakdown in the primary system. The system should enable the correction of any incorrect information pertaining to meter or service size, meter type, meter location, address, etc. Respondent shall describe in detail its project control system in the proposal.
8. No solicitation. The Successful Respondent and its Subcontractor and agents shall not solicit business from the City's water customers while engaged on any contract associated with this project.
9. Successful Respondent's Subcontractor staff requirements.

Contract Manager. Each contractor shall designate a Contract Manager who is a direct employee of the selected firm for the duration of the contract, and who shall have the authority to handle and resolve any disputes or contract issues with the City. The City is seeking a sole point of contact for the entire project that will have direct oversight over all elements to include installation. Please indicate the percentage of the Contract Manager's time that will be dedicated to this project on site.

 - a. Installation manager. Successful Respondent's Subcontractor shall designate an Installation Manager, who shall be responsible for managing the entire installation project on a day-to-day basis on behalf of the Successful Respondent's Subcontractor and for seeing that all installations are carried out in a professional manner and in compliance with the procedures required by the Respondent/manufacture, the City, and all other applicable local, state and federal regulations. The Installation Manager shall be on site continuously throughout the duration of the project, except for holidays and vacations, during which the Successful Respondent's Subcontractor shall provide a qualified substitute. The Installation Manager shall be experienced in supervising meter installation contracts, and familiar with applicable regulations and safe and proper installation procedures. The City shall approve the Installation Manager or a change in the Installation Manager.
 - b. Installers. All AMI installations, retrofitting AMI-compatible registers on meters of any size, and meter change-outs must be performed by Successful Respondent's Subcontractor's employees or subcontractors who are properly trained and experienced.
 - c. Uniforms and identification. Successful Respondent's Subcontractor's field personnel shall wear easily recognizable uniforms containing the Successful Respondent's Subcontractor's name, as well as prominently displayed picture identification badges containing Successful Respondent's Subcontractor's name, employee name, and employee picture.

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10. Items to be supplied by Successful Respondent's Subcontractor
- a. General. Successful Respondent's Subcontractor shall supply the following components and aspects of installation: overall project management; training and direct supervision of installers; appointment scheduling; large meter vault refurbishment/replacement; problem solving and complaint handling; inspection, testing and quality control.
 - b. Tools and materials. The Successful Respondent's Subcontractor shall furnish all supplies, materials, tools and equipment necessary for the successful and timely completion of all meter and AMI installations under this contract as specified herein.
 - c. Meter box lids. The AMI system shall be configured to obtain the maximum signal strength from transmitters installed in meter pits or vaults. Under no circumstance will a meter pit or vault be left uncovered and unsupervised. Lids currently have touch read pit lid adapters and radio transmitters limited retrofitting is anticipated.
 - i. The City Lids may be replaced, drilled or left alone, depending on Respondent's determination of what is required to ensure maximum signal output from transmitters installed in meter pits.
 - ii. Should a meter box lid need to be replaced, Respondent must ensure that the new lid/box matches for a secure fit. Notification of the City project manager is required prior to replacement, and a per each price established for this work.
 - iii. Vehicles. Successful Respondent's Subcontractor shall be responsible for all vehicles it uses on the project. Successful Respondent's Subcontractor shall provide service vehicles on site stocked with common fittings and supplies needed for normal service restoration and/or replacement. Successful Respondent's Subcontractor's vehicles, including private vehicles used for the work, shall have the company logo displayed on both sides of the vehicle. Any employee of the Successful Respondent's Subcontractor or its subcontractors that drives a vehicle in connection with this project must have a valid driver's license for the class of vehicle being driven.
 - d. Parking. The City desires that Successful Respondent's Subcontractor deploy vehicles to minimize parking problems and avoid blocking any streets. Successful Respondent's Subcontractor shall be responsible for all parking violations.
 - e. Traffic Control. Respondent is responsible for all traffic control and traffic control devices such as signage, barricades, cones, etc. Traffic control and devices shall conform to the current MUTCD standard for work zones.
 - f. Safety. Respondent is responsible for providing a safe work environment to its employees and sub-contractors preferably in accordance with OSHA standards.

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- g. Utility Locates. Respondent is responsible for obtaining utility locates to identify utilities in the area of any excavation. Utilities shall be treated as required by the Georgia Safe Dig Laws. Utility locates may be obtained by calling 811.
 - h. Landscaping. Respondent is responsible, at the respondents cost, for replacing or repair of any grass or landscaping that it may have removed or caused damage to. Respondent shall ensure that grass and/or landscaping is established and healthy.
 - i. Field communications. The City requires that the Successful Respondent's Subcontractor's installers, plumbers, inspectors and supervisory personnel be equipped with cellular phones or radios so that problems or questions can be addressed immediately and that the Installation Manager can be contacted if needed.
 - j. Meter salvage. The Successful Respondent will be responsible for delivering used meters to the City. The City will designate a reasonable location on its premises for the used meters. The contractor may submit a reimbursement bid for the used meters. The City reserves the decision
11. Account data and installation scheduling
- a. Account data file. Prior to the start of the installations, the Project Manager will provide the Successful Respondent's Subcontractor with an electronic file containing the information necessary for meter/AMI installation. For each meter, the data file will indicate the account number, meter reading route number, meter size, identification number, and the meter location address that may be listed on the account. Additional information may be available upon written request to the City.
 - b. Customer notification. At least two weeks prior to the commencement of installations on a particular route, the Respondent shall send written notices (letters, post cards, door hangers, etc.) to the customers on that route indicating the approximate time when installations will occur and requesting that customers call the Successful Respondent's Subcontractor for appointments if the meter is not readily accessible or if the customer has special needs regarding the momentary disruption of water service. The City will be responsible for mass media publicity and general notices to customers (e.g. bill stuffers)
 - c. Appointment scheduling. Successful Respondent's Subcontractor shall be responsible for scheduling and handling all installation appointments. Whenever possible, Successful Respondent's Subcontractor shall notify customers of any changes in schedule at least one day in advance of the original appointment.
 - d. Non-accessible meter. In the event a meter is obstructed or is not accessible, the Successful Respondent's Subcontractor will make no less than two attempts at any reasonable time to contact the customer to gain access to the meter. These attempts must be documented. After two documented attempts to change the meter, Installation Manager may request the City's Project Manager to

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schedule the meter change-out. The Successful Respondent's Subcontractor shall only be paid for completed installations and is expected to provide all reasonable support in resolving installs that are difficult to schedule. Successful Respondent's Subcontractor will be responsible for installation if the City secures an appointment within 2-weeks of receiving written or electronic notice from Successful Respondent's Subcontractor

12. Installation Procedures

- a. Procedures approval. The Successful Respondent's Subcontractor shall propose detailed scheduling and installation procedures to the City for approval prior to scheduling or commencing installations. The procedures shall be designed to optimize the work of the Installers, the City inspectors and all other staff working on the project.
- b. Acceptance testing. Prior to the commencement of full-scale installation, but after Vendor shall have installed the AMI system control computer and a sufficient quantity of data collection units, Successful Respondent's Subcontractor shall install the meters and meter reading equipment on a mutually agreed upon number of meter reading routes, following the Successful Respondent's Subcontractor proposed procedures. During this test and a period not longer than seven (7) business days following it, the City and the Successful Respondent's Subcontractor shall evaluate the procedures for meter and transmitter installation, data transfer to the City's billing system, meter reading over the system, installation data management and project control, and problem resolution, to ensure they are working and effective. The City may require Successful Respondent to modify any procedures that it deems are deficient or ineffective. No work will be started on other routes until the AMI system equipment is determined to be working to performance requirements on the test routes, the project control procedures and systems are determined to be performing accurate, and the installation procedures have been approved by the City.

The City's IT staff will be available to provide assistance in the development and testing of data transfer procedures during installation and to establish operational transfers.

- c. Work order processing. Successful Respondent shall be responsible for ensuring that all data transferred to and from the City's information systems is properly working before commencing any installations.
- d. Work order data. The Installation Manager will provide work orders to Successful Respondent's Subcontractor. Each work order will include at a minimum, the customer's address and meter identification number. Additional information may be available upon written request to the City. The City desires that all work orders be electronic.
- e. Site conditions. Before, or at the time of installation, the Successful Respondent's Subcontractor shall inspect the existing water meter setting,

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- including piping and shut-off valves. If the Successful Respondent's Subcontractor determines that conditions are such that damage to the existing piping would result, the Installation Manager shall so inform the City, shall not attempt the installation until the site is inspected by an authorized City representative, and shall postpone installation at that site until the Project Manager authorizes the Successful Respondent's Subcontractor to proceed with the work
- f. Location of meters. The City personnel will be available to assist in locating meters in the field.
 - g. Geo-positioning coordinates. For each meter installed in an outdoor pit, box or vault, Successful Respondent or his Subcontractor shall capture GPS positioning of all meters using a positioning device. GPS data shall be to an accuracy of + - 3 meters. Describe how Respondent intends to provide GPS data for each meter.
 - h. Digital photographs. The City requires that digital photographs be taken before and after installation to provide documentation of problematic pre-existing site conditions. Problematic site conditions are defined as any condition that the Contractor believes requires some repair or City investigation before installation should proceed. Examples of problematic conditions are described in j. (Repairs), m. (Old Piping), q. (Plumbing Irregularities), and s. (Service Line Damage). The photo should have an accurate date and time stamp and the file name of the photo shall include the applicable register number. Digital photographs should be available to the City in a database searchable by address, premises identification number, and meter number or account number.
 - i. Old meter reading disputes. Successful Respondent's Subcontractor shall provide procedures for ensuring that any dial meter is read properly and for providing evidence of the reading in the case of any customer disputes. Evidence of the reading is required at a minimum for any meter that fails a high/low audit check, or for any meter that shows any signs of a defect. The City suggests that evidence be in the form of a digital photo clearly showing the register face.
 - j. Repairs. At its option, the City may authorize the Successful Respondent's Subcontractor to make any necessary repairs to service lines or piping at City's expense, order the customer to make such repairs, or undertake such repairs itself. If the City elects to assume responsibility for repairs, it will make the repairs within 30 days of notification by the Successful Respondent. Successful Respondent shall not anticipate returning to any site requiring a repair in less time. The City will notify the Successful Respondent when repairs are complete.
 - k. Old piping. Only when old piping is leaking or deteriorated to a point that damage to it could reasonably be expected by changing the meter will poor piping be accepted as a reason for not replacing the meter during the installation period. Unless the City's Project Manager permanently remands the particular installation to the City, Successful Respondent's Subcontractor is still required to

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install the meter and AMI equipment after the piping has been repaired or replaced at any time during the installation period.

- i. Meter replacement. Successful Respondent's Subcontractor shall ensure he is at the correct location and meter, and check for running water prior to commencing meter change-out. If water is running, Installer must notify the customer before commencing meter change-out. Successful Respondent's Subcontractor shall then replace the meter, using new rubber gaskets or washers. Any other gaskets or washers will not be allowed unless authorized by the City's Project Manager. Successful Respondent's Subcontractor shall put plastic caps on the inlet and outlet of the old meter and handle meter with care in the event of post-removal testing. All conversion bushings or other hardware necessary to install the new water meter in the customer's existing meter setup must be furnished by the Successful Respondent or Subcontractor.
- m. Strainers. If the meter to be replaced has a strainer, Successful Respondent's Subcontractor shall be responsible for replacing the strainer along with the meter, unless conditions prevent such replacement. Successful Respondent's Subcontractor shall otherwise be responsible for repairing or cleaning the strainer to ensure that is in good working order and will not adversely affect meter performance.
- n. Verifying service working. Successful Respondent's Subcontractor shall flush water line after installing a new meter to ensure air, debris, and turbid water is removed, that the meter is registering properly and verify service restoration to the entire premise.
- o. Valves. If Successful Respondent's Subcontractor cannot shut off water using the valve at the meter (details must be documented on a work order), Successful Respondent's Subcontractor shall have the option of closing the corporation stop, however, it must notify City's on-site inspector immediately before doing this. If the shut-off valve at the meter is inoperable, Successful Respondent's Subcontractor shall immediately notify the City's on-site inspector to arrange for repair. Successful Respondent's Subcontractor may not use a crimping tool to stop the flow of water. Successful Respondent's Subcontractor may use a non-Freon freezing tool.
- p. Plumbing irregularities. The Successful Respondent's Subcontractor shall report to the Project Manager, prior to the installation of a meter, any meter and/or plumbing irregularities including but not limited to meters installed backwards, registers are disconnected from meters, taps are located before a meter, there are unmetered connections of a customer's plumbing to a service lateral, fire pipe or water main or any other violations of the City's Regulations. The Successful Respondent's Subcontractor shall not proceed with the installation of a meter until the City's Project Manager has authorized such installation.
- q. Dirt or water around meter. Successful Respondent's Subcontractor shall be responsible for removing and properly disposing of any reasonable amount of dirt needed to access a meter in a meter pit or vault. Dirt shall be removed only

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as necessary to prevent dirt from entering the line during the installation. If a water meter box or vault is flooded so that the meter is fully or partially submerged, the Installer must pump out the box before changing the meter. The Installer must ensure that the water service is not in any way contaminated, even intermittently, by standing water in the meter vault or box. All waste resulting from cleaning the meter pit as well as replacing the ring and lid must be cleaned up and hauled off by the Successful Respondent's Subcontractor and disposed of in a legal manner. The existing ring and lid, if replaced, shall be disposed of by the Successful Respondent's Subcontractor.

- r. City's Service line damage. The Successful Respondent's Subcontractor shall be responsible for the repair of any service lines it damages at its sole cost and expense, unless Installation Manager has reported (prior to commencement of installation) a condition of antiquated or inferior plumbing to the Project Manager and the Project Manager has authorized the Successful Respondent's Subcontractor to proceed with the work. In the event a service line fails during the installation procedure, the Successful Respondent's Subcontractor will notify the City's on-site inspector, who shall arrange for the repair by City. Reasonable direct labor and material costs for such repair will be deducted from Subcontractor's invoices for repair of service lines unless City's Project Manager authorized Subcontractor to proceed with the work.
 - s. Returned work orders. Returned work orders shall include: meter size and meter type, verification or correction of existing meter and account information, old meter serial number, final reading on old meter, new meter number, new meter register number, premises identification number, Transmitter ID number, reading on new meter register, date and time of installation, name of installer, notice of any problems encountered or repairs made. All information requested on the work order must be completely filled out for the installation to be considered complete and eligible for payment. An electronic copy of all the work order information must be provided to the City's Project Manager on a daily basis.
13. Quality Control
- a. The Successful Respondent shall describe its quality control program for its installation crews, including the parameters and the numbers or percentages of installations to be inspected, minimum acceptable performance and provisions for dealing with unacceptable performance.
 - b. Response to complaints. Should the Installation Contractor receive a call or complaint from a customer or the City regarding installation, the Installation Contractor shall immediately log the call, including caller's name, address, account number if available, date and time of call, nature of problem and the action taken. Copies of all call logs shall be forwarded to the City's manager.
 - c. Improper installations. The Installation Contractor shall be responsible for replacing any meter, transmitter or appurtenances improperly set by its Installer. The Installation Contractor shall correct any damage to couplings, threads, unions or meters by use of improper tools or cross threading by an Installer.

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- d. Leaks after installation. Installation Contractor shall be responsible for correcting any leaks at the valves, couplings or service lines that could reasonably be attributed to the meter installation if reported by the City or customers within 45 days of installation.

- e. Regular meetings with the City. Contract Manager shall meet with City personnel periodically and not less than monthly to update them on progress against the installation schedule.

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Attachment A

**Attachment A – Warranties (Respondents to supply the following
warranties with the section headers)**

Section 1 – Transmitters (including batteries)

Section 2 – Mobile Radio Interrogators and Data Collectors (Fixed Network)

Section 3 – Control Computer

Section 4 – AMI System

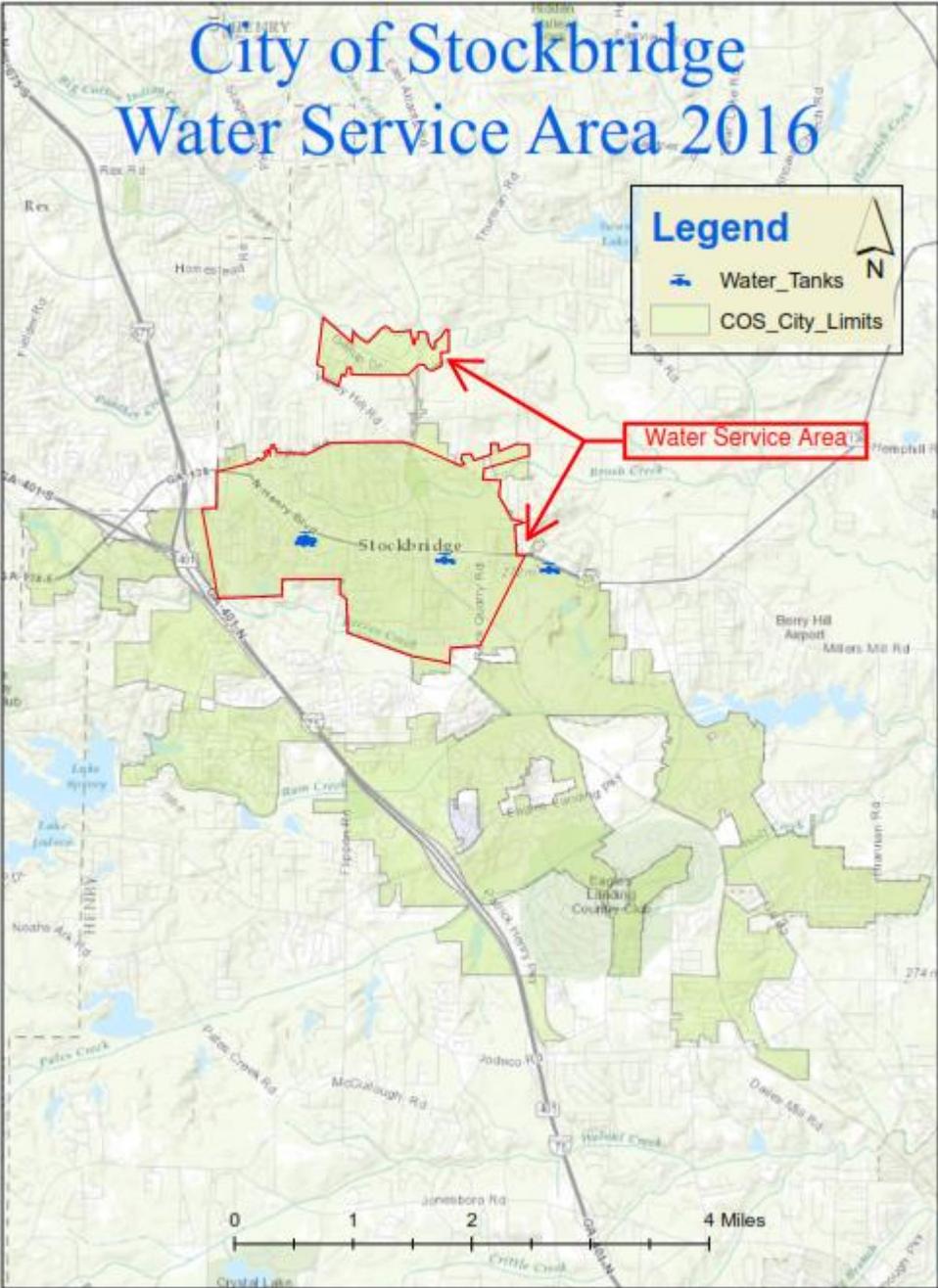
Software Section 5 – Overall

System Section 6 – Other

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Attachment B

Attachment B – City Service Area Map



Cost Proposals

All Cost Proposals **Must** be in a Sealed Envelope within the RFP Response.

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Cost Proposal

**Table 1
Existing Water Meter Quantities In the Water System**

Meter Size	No. of Meters (1)	Unit Cost Per Meter	Total Cost Of Meters
1"	73		
1.5"	5		
2"	69		
3"	6		
4"	3		
6"	13		
8"	1		
3/4"	2872		
Total	3042		

Notes:

1. Meter and Registers and radios are to be of the same manufacture with exception of the retrofit registers, meters smaller than 1.5" shall be battery operated with no moving parts technology and measuring in gallons.
2. Connection to AMI transmitter unit to existing AMI compatible meters is to be via potted or inline type of connector, not requiring a field wire splice.
3. The quantities listed above are shown for estimation purposes only. The actual requirement of the City may be more or less than the quantities specified.

**Table 2
Transmitters**

For systems with only one port transmitters (one transmitter per meter):

No. of Transmitters	Unit Cost of Transmitter	Total Cost of Transmitters

Notes:

1. All Transmitters must be mounted through the meter box lid. If technology is integral to the register, price of unit must include antenna extension kit to be mounted through the lid.
2. The quantities listed above are shown for estimation purposes only. The actual requirement of the City may be more or less than the quantities specified. The City will acquire and pay for only those items which it orders during the term of the Contract.

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Cost Proposal

**Table 3
AMI System Reading Equipment and Services**

*Respondent must identify recommended quantities where indicated by triple asterisks (***) Respondent must identify any additional items/quantities that it recommends the City purchase in order to operate its system, and reasons for the additional quantities.*

Equipment Description	Quantity to be supplied	Unit Cost	Total Cost
Fixed data collection units, including firmware and installation	***		
Fixed network system repeaters, including installation	***		
Mobile drive-by interrogators (handheld or laptop) to be used in the event the fixed data collection units are out of service	***		
Costs associated with leasing space on infrastructure not owned by the City that is required for installation of DCUs and/or repeaters (20-year estimated costs)	***		
Field programmers, including cradles, accessories, firmware and software	***		
Field tester/reader, including cradles, accessories, firmware and software	***		
AMI system control computer	***		
AMI system control computer software	***		
Consumption database application software (if different than or additional to the control computer software)	***		
Interface to billing system	***		
Annual Off Site Data Storage (Server)	***		
Annual Internet Costs at remote sites	***		
Other			
Total:			

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Cost Proposal

Additional items for action:

1. Describe any additional elements or quantities of items other than those specified by the City and the reason(s) for the City purchasing these for operating the AMI system?

2. Computer and software components or Hosted option must be able to readily provide at least the most recent 13 months of consumption data for analysis and customer service purposes. In addition, the system must be capable of storing/archiving up to 10 years of historical data, retrievable for data analysis purposes.
3. The Respondent will determine the number of data collectors and repeaters required to achieve the reading performance and frequency requirements established by the City. This information will be verified by a propagation study provided by a 3rd party engineering firm paid by the Respondent. If additional data collectors and repeaters are required to achieve the stated requirements than originally estimated by the Respondent, the Respondent will be responsible for furnishing and installing any additional collectors and repeaters at their expense. The City will pay for additional collectors and repeaters needed to expand the original service territory, as needed.
4. Describe proposed backhaul communications methodology and basis for pricing.

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Cost Proposal

Table 4

Annual Costs of Maintenance or Service Contracts/Agreements

Respondent must specify the annual cost of the system’s maintenance or service contract or agreement, for each year during the projected 20-year life of the system, inclusive of both software and hardware maintenance. Note if coverage would change during the course of this time period. Reference may be made to appended contract/agreement documents.

The City requires that the maintenance or service contract/agreement for the initial 10-year period cover all necessary materials and labor to repair or replace system components. The contract or agreement for the second 10-year period is to be based on Respondent’s standard contract or agreement.

Year of System Life*	Annual Maintenance Cost	Description of Contract/Agreement Coverage Change that Occurs at Specific Years
<i>Initial 10-Year Full System Repair, Replacement, Servicing</i>		
Year 1 (2016)		
Year 2 (2017)		
Year 3 (2018)		
Year 4 (2019)		
Year 5 (2020)		
Year 6 (2021)		
Year 7 (2022)		
Year 8 (2023)		
Year 9 (2024)		
Year 10 (2025)		
<i>Standard Maintenance/Service Contract/Agreement</i>		
Year 11 (2026)		
Year 12 (2027)		
Year 13 (2028)		
Year 14 (2029)		
Year 15 (2030)		
Year 16 (2031)		
Year 17 (2032)		
Year 18 (2033)		
Year 19 (2034)		
Year 20 (2035)		
Total Maintenance Contract Costs over 20-Year Project Life:		

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Notes:

1. Assumes the first year a maintenance/service contract/agreement will be required is 2016, since the initial system elements are anticipated to be furnished and installed, with testing and mutual (i.e., City and Respondent) acceptance of the initial phase of deployment November 2016. The initial system elements are anticipated to include those items listed in Tables 1 through 3 that are necessary to provide a fully functioning AMI system to obtain meter readings from approximately 100 water service meters located within a concentrated area of the City, as noted in Section IV.15 of the RFP.

Acceptance of the initial deployment phase will be achieved when the initial system elements are installed, functioning, and providing system performance that has reached or exceeded a reading rate of 99.5% for a mutually-agreed-upon reading period (e.g., a three-day billing period), as set forth in the RFP. The reading rate is defined as the number of transmitter units installed on the AMI system that successfully provide a reading during the defined reading period, divided by the total number of transmitter units installed on the system at that time. A transmitter unit will not be included in the reading rate calculation if any of the following situations apply:

- The unit is adversely affected by a Force Majeure Event or an Act of God.
- The unit is removed from service during the reading period.

By accepting the initial deployment phase, both the City and the Respondent will be acknowledging the following, with regard to all initial system elements (including transmitter units):

- The system elements have been installed in compliance with the procedures and specifications approved and provided by the Respondent.
- Their performance or functioning has not been adversely affected by a failure of the City to perform its obligations or tasks for which it is responsible relative to the initial deployment phase.

Acceptance of subsequent installation phases will involve similar acknowledgements regarding system elements installed at each phase.

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Cost Proposal

**Table 5
Proposed Transmitter Unit Replacement Costs (Years 11-20)**

The City is expecting 20 years of useful life from the AMI system provided through regular and routine maintenance and replacement of system components to keep the system fully functional.

In the table below, specify the expected failure rate of transmitter units and associated replacement costs, in 2016 dollars (i.e., without considering inflation).

Year After Unit is Installed & Accepted	Expected Failure Rate (failures per year)	Warranty Pro-Rata Replacement Cost Percentage	Unit Replacement Cost (total cost less pro-rata warranty adjustment)	Unit Installation Cost	Total Replacement Cost
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

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Cost Proposal

**Table 6
Proposed Additional Replacement Costs (Years 11-20)**

This table is similar to Table 5, in that replacement costs are requested for system components (other than transmitter units) during years 11-20 of the life of the AMI system.

In the table below, specify the expected failure rate of equipment other than transmitter units and associated replacement costs, in 2016 dollars (i.e., without considering inflation).

Year After Unit is Installed & Accepted	Item Needing Replacement	Warranty Pro-Rata Replacement Cost Percentage	Item Replacement Cost (total cost less pro-rata warranty adjustment)	Item Installation Cost	Total Replacement Cost
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Notes:

1. Installation costs are those costs paid by the City to the Respondent for all services/costs aside from the Item Replacement Cost necessary for full repair or Replacement of the item.

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Cost Proposal

**Table 7
Ancillary Operational Support, Materials & Supplies**

*Respondent must specify recommended quantities where indicated by triple asterisks (***)*

Item Description	Quantity to be supplied	Unit Cost	Total Cost
Initial and/or only on-site training, 8 hour day. Includes all travel costs.	***		
Subsequent training, 8 hour days. Includes all travel costs.	***		
Software Install and Configuration	***		
Other (describe)	***		
Total:			

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Cost Proposal

Table 8
Fixed System Cost Proposal Summary
Incorporate totals shown on Tables 1 through 7.

Table No.	Description	Total Cost
1	Meters and Registers (Total 1.A and 1.B)	
2	Transmitters	
3	AMI System Reading Equipment & Services	
4	Annual Maintenance/Service Contract Costs (Total Costs over 20-Year Project Life)	
5	Transmitter Unit Replacement Costs (Yrs 11-20)	
6	Additional Replacement Costs (Yrs 11-20)	
7	Ancillary Support, Materials & Supplies	
	Total:	

Failure Rates and Replacement Costs

Respondent must provide expected failure rates, repair prices and costs of battery change-out (if required) and other maintenance costs for meters (including registers), transmitters, and data collectors that will give the City a true representation of expected operating and maintenance costs. These costs will be included in City's evaluation of total whole life cost of operation. The Respondent will be responsible for addressing failure rates that exceed the values included in these tables, including labor, materials, supplies, superintendence and all other costs that can be reasonably ascribed to returning the system to its minimum failure rate.

The Respondent must indicate the expected life in service of the system. If expected life is other than 10 years included in the table, then modify the table to align with Respondent's warranty included in this proposal. Respondent must provide annotation for any underlying assumptions that may reasonably be deemed necessary to explain these numbers.

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**Table 9.
Meter Interface Unit Failures**

Year After Unit is Installed & Accepted	Expected Failure Rate (failures/1000 units/yr)	Pro-Rata Replacement Cost Percentage	Unit Repair Cost or Replacement (less pro-rata warranty adjustment)	Unit Preventative Maintenance Program Cost (e.g., battery replacement)	Guaranteed Maximum Failure Rate (failures/1000 units/yr)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

**City Of Stockbridge
RFP Automated Water Metering Infrastructure Project**

Cost Proposal

**Table 10.
Data Collection Unit Failures**

Provide a table for fixed data collection units that are being proposed.

Year	Expected Failure Rate (failures/ unit/yr.)	Unit Repair Cost (less warranty adjustment)	Unit Cost of Preventative Maintenance Program
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Signature

This fixed AMI system cost proposal is submitted by:

Name of Respondent Company: _____

Signature of Authorized Person: _____

Printed Name of Authorized Person and Title: _____

Date: _____



CITY OF STOCKBRIDGE FINANCE DEPARTMENT

4640 North Henry Boulevard
Stockbridge, Georgia 30281
(770) 770-389-7900
Email to: Inabers@cityofstockbridge-ga.gov

IMPORTANT NOTICE – PLEASE READ CAREFULLY!!

ALL bids **MUST** be received at the City of Stockbridge Finance Department.

REQUIRED CERTIFICATIONS/ATTACHMENTS

The following certificates/attachments must show that they have been acknowledged (completely filled out, signed, stated N/A with reasons) and returned with bid. Any forms not returned will cause bid to be nonresponsive and thus not considered.

ATTACHMENT 1

NON-COLLUSION BIDDING CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid will be deemed Non-responsive.

By submission of this certificate, each Proposer and each person signing on behalf of any Proposer certifies under penalty of perjury, that to the best of its knowledge and belief:

1. The cost or prices to be negotiated shall have been arrived at independently without collusion, consultation, communication or agreement, for any purpose of restricting competition as to any matter relating to such costs or prices with any other Proposer or with any competitor.
2. Unless otherwise required by law, the cost or prices to be negotiated have not been knowingly disclosed by the firm prior to the opening of price negotiations, directly or indirectly to any other Proposer or to any competitor; and,
3. No attempt has been made or will be made by the Proposer to induce any person, partnership or corporation to submit or not submit a Statement of Qualifications for the purpose of restricting competition.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

ATTACHMENT 2

NON-COLLUSION AFFIDAVIT OF SUB-CONTRACTOR

State of _____
County of _____

_____, being first duly sworn, deposes and says that:

(1) He/She is _____ (owner, partner officer, representative, or agent) of _____, the sub-contractor that has submitted the attached RFP;

(2) He is fully informed respecting the preparation and contents of the attached RFP and of all pertinent circumstances respecting such RFP;

(3) Such RFP is genuine and is not a collusive or sham RFP;

(4) Neither the said sub-contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham RFP in connection with the Contract for which the attached RFP has been submitted or refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Vendor, firm or person to fix the price or prices in the attached RFP or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against The City of Stockbridge or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached RFP are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the sub-contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

(Signed)

(Title)

Subscribed and Sworn to before me this _____ day of _____, 20 ____.

Name _____

Title _____

My commission expires (Date)

ATTACHMENT 3

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS; PRIMARY COVERED TRANSACTIONS

This Form Must Be Signed and Return with Bid or Bid will be deemed Non-responsive.

The Proposer, _____ certifies to the best of its knowledge and belief that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State, or local department or agency;
2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or Contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/Proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

Where the Contractor is unable to certify to any of the statements in this certification, such participant shall attach an explanation to this Proposal.

The Contractor, _____, certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this Certification and understands that the provisions of 31 U.S.C. Sections 3801 Et Seq., are applicable thereto.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

Witness

ATTACHMENT 4

INELIGIBILITY CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid will be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of _____,
and it is also whose address is _____,
certifies that the Contractor, nor any of its subcontractors to be used in performing this Contract, are
listed on the list of Ineligible Contractors maintained by the Comptroller General of the United
States.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

ATTACHMENT 5

CERTIFICATION OF DRUG-FREE WORKPLACE

This Form Must Be Signed and Return with Bid or Bid will be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of _____
_____, and it is also whose address is _____
_____, certifies that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied in full; and
2. A drug-free workplace will be provided for the consultant's employees during the performance of the Contract; and
3. Each subcontractor hired by the consultant shall be required to ensure that the subcontractor's employees are provided a drug-free workplace. The Consultant shall secure from that subcontractor the following written certification: "As part of the subcontracting agreement with the Consultant, certifies to the Consultant that a drug-free workplace will be provided for the subcontractor's employees during the performance of this Contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and
4. It is certified that the undersigned will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

ATTACHMENT 6

CITY OF STOCKBRIDGE CONFLICT OF INTEREST AND PROHIBITION AGAINST CONTINGENT FEES CERTIFICATION

This Form Must Be Signed and Return with Bid or Bid will be Deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of _____,
and, it is also whose address is _____,
certifies that to the best of its knowledge there are no circumstances which shall cause a Conflict
of Interest in performing services for City of Stockbridge.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

ATTACHMENT 7

INSURANCE REQUIREMENTS

Within ten days of Notice of Award, and at all times that this Contract is in force, the Contractor shall obtain, maintain and furnish the City Certificates of Insurance from licensed companies doing business in the State of Georgia with an A.M. Best Rating A-10 or higher and acceptable to the City covering:

1. Workers' Compensation and Employer's Liability Insurance. Worker's Compensation Insurance in compliance with the applicable Worker's Compensation Act(s) of the State of Georgia wherein the work is to be performed or where jurisdiction could apply in amounts required by statutes. Employer's Liability Insurance, with limits of liability of not less than \$1,000,000 per accident for bodily injury.
2. Commercial General Liability Insurance, including contractual liability insurance, product and completed operations, personal and advertising injury, and any other type of liability for which this Contract applies with limits of liability of not less than \$1,000,000 each occurrence / \$2,000,000 policy aggregate for personal injury, bodily injury, and property damage. Commercial General Liability Insurance shall be written on an "occurrence" form.
3. Automobile Liability Insurance with limits of liability of not less than \$1,000,000 per accident for bodily injury and property damage if automobiles are to be used in the delivery of or in the completion of services and work or driven into the City's property. Insurance shall include all owned, non-owned and hired vehicle liability.
4. Umbrella Insurance with limits of liability excess of Employer's Liability Insurance, Commercial General Liability Insurance and Automobile Liability Insurance in the amount of not less than \$3,000,000.
5. Professional (Errors and Omissions) Insurance – for Professional Services and for all Design/Build Projects with limits of liability of not less than \$3,000,000 per occurrence or claim / \$3,000,000 policy aggregate. Such policy shall also include coverage for losses arising from the breach of information security or cyber liability (including Errors & Omissions, Security and Privacy Liability and Media Liability), whether combined with Professional Liability policy or placed as a separate policy, but carrying the same limits of liability. Such coverage shall insure damage, injury and loss caused by error, omission or negligent acts, including all prior acts without limitation, related to the professional services to be provided under this Contract. The policy shall be amended to include independent contractors providing professional services on behalf of or at the direction of the Contractor. The definition of Contractual Liability shall be amended to state that liability under a contract of professional services is covered. Further, coverage shall be afforded for fraudulent acts, misappropriation of trade secrets, internet professional services, computer attacks, personal injury, regulatory actions, wrongful acts, contractual liability, privacy policy, and insured versus insured. The Contractor shall ensure that coverage under this policy continues for a period of thirty-six months after completion of services.

6. Fidelity Bond (Employee Dishonesty) in the sum of not less than \$50,000.

All such insurance shall remain in effect until final payment is made and the Project is accepted by the City. If the Contractor receives notice of non-renewal or material adverse change of any of the required coverages, the Contractor shall promptly advise the City in writing. Failure of the Contractor to promptly notify the City on non-renewal or material adverse change of any of the required coverages terminates the Agreement as of the date that the Contractor should have given notification to the City. The insurance policies shall contain or be endorsed to contain, the following provisions:

- (a) A provision that coverage afforded under such policies shall not expire, be cancelled or altered without at least thirty days prior written notice to the City.
- (b) Workers' Compensation and Employer's Liability and Property insurance policies shall contain a waiver of subrogation in favor of the City and the City's boards, officials, directors, officers, employees, representatives, agents, and volunteers.
- (c) Commercial General Liability, Automobile Liability and/or Errors and Omissions (if project involves environmental hazards) insurance policies shall include an endorsement making the City and the City's boards, officials, directors, officers, employees, representatives, agents, and volunteers, additional insureds under such policies.

A copy of these endorsements shall be provided to the City.

Certificates of Insurance showing that such coverage is in force shall be filed under this Contract by the Contractor to the City.

The obligations for the Contractor to procure and maintain insurance shall not be construed to waive or restrict other obligations and it is understood that insurance in no way limits liability of the Contractor whether or not same is covered by insurance.

Certificate Holder should read: The City of Stockbridge, 4640 North Henry Blvd., Stockbridge, Georgia 30281.

ATTACHMENT 8

AFFIDAVIT VERIFYING STATUS FOR CITY PUBLIC BENEFIT APPLICATION

By executing this affidavit under oath, as an applicant for the City of Stockbridge, Georgia Business License or Occupational Tax Certificate, Alcohol License, execution of contract or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a City of Stockbridge license/permit and/or contract for:

Name of Applicant

1) _____ I am a United States citizen

OR

2) _____ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. Code Section 16-10-20.

Signature of Applicant: _____ Date: _____

Printed Name: _____

*Alien Registration number for non-citizens: _____

****PLEASE INCLUDE A COPY OF YOUR PERMANENT RESIDENT CARD, EMPLOYMENT AUTHORIZATION, GREEN CARD, OR PASSPORT WITH A COPY OF YOUR DRIVER'S LICENSE IF YOU ARE A LEGAL PERMANENT RESIDENT.**

Subscribed and Sworn Before Me on this the _____ Day of _____, 2016.

Notary Public: _____

My Commission Expires: _____

*Note: O.C.G.A. Section 50-36-1 (e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

ATTACHMENT 9

CERTIFICATION REGARDING LOBBYING

This Form Must Be Signed and Return with Bid or Bid will be Deemed Non-responsive.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Local, State or Federal agency, in connection with the awarding of any contract, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any contract, grant, loan, or cooperative agreement.
2. The undersigned shall require that the language of this certification be included in the award documentations for sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such expenditure or failure.

The Contractor, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the contractor understands and agrees that the provisions of 31 U.S.C 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Agent: _____

Name and Title of Contractor Authorized Agent: _____

Date: _____ Telephone #: _____

Firm or Company Name: _____

Address: _____

ATTACHMENT 10

PROPOSAL SUBMITTAL LETTER

This Form Must Be Signed and Return with Bid or Bid will be deemed Non-responsive.

The undersigned, _____, hereby submits its bid proposal to furnish all labor, materials, equipment, delivered by the undersigned, to the City of Stockbridge, Georgia.

The undersigned acknowledges and agrees that the Proposal submitted by the undersigned shall be binding upon the undersigned and that if City of Stockbridge, Georgia, awards the Contract to the undersigned, the Proposal made by the undersigned and delivered to City of Stockbridge, Georgia herewith, together with such award, will constitute a legal, valid and binding Contract between the undersigned and City of Stockbridge, Georgia. The Contract created pursuant to the previous sentence shall incorporated the terms and conditions of the bid including, but not limited to, the bid Scope of Work, Solicitation instructions and Conditions, the Contract Provisions and the Contractor's Cost Proposal, all as described in the bid.

IN WITNESS WHEREOF, the undersigned has duly executed and delivered this Proposal Submittal Letter this _____ day of _____, 2016

By

Title

Sworn to and subscribed before me the ____ day of _____, 2016.

Notary Public

My Commission Expires:

Date

ATTACHMENT 11

CONTRACTOR AFFIDAVIT under O.C.G.A. 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of the City of Stockbridge and has registered with, is authorized to use, and uses, the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. 13-10-91. Furthermore, the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, __, 2016 in Stockbridge, Georgia.

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY of _____, 2016.

My Commission Expires: _____

NOTARY PUBLIC

ATTACHMENT 12

SUBCONTRACTOR AFFIDAVIT under O.C.G.A. 13-10-91(b)(3)

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with _____ on behalf of Name of public employer _____ has registered with, is authorized to use, and uses, the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five business days of receipt, a copy of the notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Subcontractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, __, 2016 in Stockbridge, Georgia.

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY of _____, 2016.

NOTARY PUBLIC

My Commission Expires: _____

SEALED RFP LABEL
PLEASE ATTACH LABEL TO OUTSIDE OF RFP PACKAGE

SEALED RFP ENCLOSED

DELIVER TO:

City of Stockbridge Finance Department
Attn: Purchasing Clerk
4640 North Henry Boulevard
Stockbridge, Georgia 30281

RFP # 201607-22

DATE: September 6, 2016

RFP MUST BE RECEIVED BEFORE 2:00 PM

DESCRIPTION:

RFP FOR AUTOMATED WATER METERING INFRASTRUCTURE