



MORIN BUILDING
8570 EXECUTIVE PARK AVENUE
FAIRFAX, VIRGINIA 22031

September 16, 2022

To: All Prospective Offerors

Issued by: Donald R. Legg, CPPO, Procurement Manager

Subject: Addendum #1 to RFP 22-030 Large Water Meter Testing and Repair Services

The purpose of this Addendum is to answer questions received by the specified deadline, and to revise the Request for Proposal. **The sealed proposal due date has not changed.**

I. Questions and Answers

1. Do you have a breakdown of the water meter types with size and quantity?
 - A. Section 2.2.1.2 has a breakdown of the total number of meters that need to be tested with a breakdown by size and manufacturer. Section 2.2.1.3 has a breakdown of how many meters will be tested on a yearly basis. The updated pricing matrix also provides additional feedback.
2. What is the depth of the meters that will need to be tested?
 - A. Meters located in vaults that need to be tested are typically at a depth of between 5' to 15'.
3. Pricing Matrix Line Item 14 & 15 Valve replacement: Who will be providing the valves to be replaced?
 - A. If an inside valve is inoperable upon arrival, it is the responsibility of the customer to maintain and replace the valve. If a valve inside of a vault is inoperable upon arrival, it is Fairfax Water's responsibility to maintain and replace the valve. All street valves should be operated by Fairfax Water.
4. Pricing Matrix Line Item 17 & 18 Test Portal Install: Who will be providing the test ports to be installed/replaced?
 - A. If there is not a preexisting nipple installed on the test port, the contractor will be expected to temporarily remove the plug and install a nipple while the test is being conducted. The contractor will not be expected to install a test port.

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5. Pricing Matrix Line Item 1 Licensed Plumber (Hourly rate): The RFP does not state the requirements for a licensed plumber. Can you please specify the reasoning for a licensed plumber?
 - A. This item has been removed from the updated pricing matrix. Plumbing work may be required to repair pipes in the meters set. Please refer to section 2.3.1.1 and 2.3.3.3 in the RFP for additional details
6. What is the licensed plumber responsible for?
 - A. Same answer as question 5.
7. Does this project require a licensed plumber?
 - A. Same answer as question 5.
8. The Pricing Matrix column for Unit Cost (Materials and Equipment): How does this column correlate with the Large Meter Testing costs and the Large Meter Repair/Calibration & Retest costs since Fairfax Water will be providing the meters to be replaced?
 - A. Updated pricing matrix provided to address this question. Tests on a replaced meter are not required.
9. Pricing Matrix column Estimated Quantity: Would Fairfax Water please provide the quantities for each line item?
 - A. Updated pricing matrix provided to address this question.
10. Pricing Matrix Line Item 16 Minor Piping work at Meter set: The RFP does not state any piping work needed for this project. Can Fairfax confirm if any piping work is required for this project? If so, please provide the information needed to do the work.
 - A. This item has been removed in the updating pricing matrix.
11. On page 32 of the RFP, it states to submit a Microsoft Excel format file of the Attachment 1 Pricing Matrix. Does Fairfax Water want this document sent via flash drive or printed as shown on the Attachment 1?
 - A. Offerors shall provide a printed version of Attachment 1 with their proposal submission. This can be followed up with an electronic email version sent to dlegg@fairfaxwater.org.

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12. On page 43 of the RFP, it states Pricing shall be firm and fixed as originally offered and accepted for the first 24 months of the contract. If the contract term ends October 31, 2023, is Fairfax Water expecting the Contractor to remain firm on pricing if the contract is renewed? It states in the case of annually renewable contractors, the Contractor may submit a request for contract price increase once annually for each renewal year.
- A. The initial contract term is 12 months not 24, therefore the initial pricing shall remain firm for that 12-month period. Subsequent renewal pricing will be based on negotiated rates agreed to prior to the renewal term.
13. The Scope of Work under section 2, describes meter testing and repair. However, the pricing page asks for meter replacement prices, valve replacement prices, test port installation prices, all of which are outside of the described Scope of Work. In addition, there is no description of meter change outs, except in Section 4.1, where it states that FW would be responsible for meter change outs. Is it FW's intention to have the contractor perform meter change outs, valve installations/replacements and test port installations? If so, will a full scope of work be added to the current scope of work?
- A. Fairfax Water will perform all meter change outs. The contractor will not be required to do any valve installations/replacements. If a water meter does not have a test port already available, the meter will be considered untestable. There will be times where the test port is plugged, which will require the contractor to remove the plug and temporarily install a nipple so the meter can be tested.
14. Should the replacement cost for meters include full AMI/AMR connections?
- A. No. Fairfax Water will be responsible for all water meter change outs.
15. Will the afore mentioned change outs need to be performed by a fully qualified licensed plumber?
- A. No. Fairfax Water will be responsible for all water meter change outs.
16. Is there an assigned quantity of each replacement category that the FW anticipates will need replacing?
- A. The quantities listed in section 2.2.1.3 should be used for a breakdown of how many meters each size shall be tested. Section 2.2.1.2 has a breakdown of meters by manufacturer. Updated pricing matrix is also provided with quantities. The expectation is the contractor will make any necessary repairs to Neptune meters. All other meters that have failed testing will be replaced by Fairfax Water.
17. On the pricing page, the Meter Testing section as well as the Repair/Retest section has a column for "Quantity" of meters and the quantity is left blank. How many meters of each size does the FW expect to be tested or is the contractor to assume the quantities listed in the table in section 2.2.1.3 should be used?
- A. Yes, section 2.2.1.3 should be used. Updated pricing matrix is also provided with quantities.

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18. How many meters does the FW expect to be repaired and then retested so that number can be included in the Repair/Retest pricing by size?

A. Approximately 18% of meters fail the initial test. It is our understanding that only the Neptune meter would require repair and retesting. Based on our estimates, the following would require repairs and retesting on a yearly basis:

- a. 30 - 3" Neptune meters
- b. 17 - 4" Neptune meters
- c. 12 - 6" Neptune meters

It should be noted that this number could be higher as a large percentage of the meters have not been tested in 2 years.

19. Will FW provide previous meter test reports to the successful bidder/contractor for review?

A. No, Fairfax Water will not provide those reports.

20. QA/QC of 10% of work: Does this mean FCWA would expect 10% of the meters be tested a second time for QA?

A. No. Fairfax Water will be conducting their own QA/QC plan.

21. Approx. 10% of meters are in vaults: Does this mean 90% are inside buildings? For inside units, is there a practical way to exhaust large amounts of water into drains or an appropriate building exit within 100 feet of the meter?

A. Approximately 90% of meters are inside buildings. Generally speaking, approximately 100 feet of hose will be sufficient to reach the exterior of the building when discharging water. There will be some instances when a longer run of hose is required. There will also be some instance when the water will need to be discharged into a drain in parking garages. If there are concerns about properly discharging water for specific meters, they can be conveyed to Fairfax Water.

22. Outside meters generally do not have test ports: Does this mean there is no outlet at all on or downstream of the meter close by? Or are there outlets but no nipple, valves, etc.?

A. There are some outside meters that do not have outlet valves. Fairfax Water considers those meters untestable. All Neptune meters have a test port. There will be times where the contractor will have to remove the plug and temporarily install a nipple in order to test the meter. If there is no test port installed on the meter or tapped directly after the meter, the meter are considered untestable.

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23. Most manufacturers have discontinued providing parts for some of their product lines in recent years or will likely do so within the potential 5-year term of this contract with extensions. Example Sensus W Series turbine, SRH Compound. Can you provide a list of meters with manufacturer and model? The contractor would not be expected to repair obsolete meters, correct?

A. No, the contractor would not be expected to repair obsolete meters. The contractor would be expected to make repairs to Neptune meters if those parts as long as they are still being produced. There is a breakdown of meters by manufacturer in section 2.2.1.2 and the updated pricing matrix. Any meter that does not test within AWWA standards would be replaced by Fairfax Water if parts have been discontinued.

24. Through previous testing contracts or other work does FCWA already have sub-meter GPS coordinates for the meters?

A. Fairfax Water does not have coordinates for the meters.

25. 4-7 test flow rates are required: AWWA M6 typically recommends a maximum of 3 rates. What are the guidelines for the additional flows?

A. Fairfax Water runs a total of 6 flow rates for their compound meters. For example:

- a. For 3-inch compound meters: $\frac{3}{4}$, 3, and 6 gpm for 10 gallons, 50 and 100 gpm for 100 gallons, and wide open for 500 gallons.
- b. For 4-inch compound meters: 1, 4, and 8 gpm for 10 gallons, 50 and 100 gpm for 100 gallons, and wide open for 500 gallons.
- c. For 6-inch compound meters: 1 $\frac{1}{2}$, 6, and 12 gpm for 10 gallons, 75 and 100 gpm for 100 gallons, and wide open for 500 gallons.

26. Are any bonds or sureties required for the project?

A. No.

27. Is there a pricing sheet to be used for the response, or should that be produced by the proposer?

A. Pricing shall be submitted in Attachment 1. Please use the updated pricing matrix.

28. The RFP mentions advance notice for the customer. Is the requirement for the contractor to contact all customers before the day of intended testing?

A. No. Fairfax Water sends out a letter notifying all customers of upcoming testing. Most of our meters have bypasses and can be tested without the customer losing water while the test is being performed. There will be some instances where a shutdown will be required, and a day and time will have to be coordinated. There will also be times where the contractor will need to coordinate a day and time to gain access to the meter inside the building. Fairfax Water does not require the contractor to give advanced notice to the customer before arriving to the location.

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29. “Conduct a site survey”: Does this mean the contractor is expected to inspect each meter and its setting before the day of the intended testing, in other words with two separate visits?

A. Section 2.2.3.4 does not require two separate visits. If the testing can be done day of, that is fine.

II. Revisions to the RFP

Please replace the existing Attachment 1 Pricing Matrix with the new attached Attachment 1 Pricing Matrix.

NO OTHER CHANGES HAVE BEEN MADE TO THE RFP

III. Acknowledgment of Receipt of Addendum #1

I certify that the information contained in the proposal submitted on behalf of the firm named below incorporates any and all changes to the original project scope of services. I further certify by my signature below that I am fully authorized to acknowledge receipt of the above addendum and bind the firm named below to the terms, conditions and specifications of the RFP and any changes thereto made by this addendum.

ACKNOWLEDGED BY:

FOR: _____
Company Name Date

Signature of Authorized Agent

Printed/Typed name Title