

**Memo To:** RFP Respondents

**From:** Tom Williams, P.E.  
HWU General Manager



**Re:** RFP Water Meters and AMI – Clarification/Addendum No. 2  
Bid Reference: 2020-01

**Date:** 26 February 2020

Additional Questions and Answers from Bidders:

1. **Question:** *In reference to Item 8 on Page 4 of the RFP, we read this language to mean that each bidder can only propose one solution. Please confirm that this does not mean that a particular solution will be excluded if more than one bidder (separate entities) submits it as their solution.*

**Answer:** When separate entities submit proposals, they are deemed to be entirely separate, and are judged on their own merits. Inclusion of similar equipment in separate proposal from separate entities has no bearing on evaluation of proposals. Reference also the Non-Collusive Affidavit of Prime Bidder on Page 59 of the RFP.

2. **Question:** *The RFP does not mention a requirement for a remote valve shut on/off feature. Is this something HWU would be interested in having as a proposed option?*

**Answer:** Part 1 – Proposal Format, Section 3.0 refers to exceptions to the detailed specifications. Comply with this section by addressing any options not covered in the RFP in a separate, clearly delineated section of the response. Section 4.0 of the same Part refers to pricing for alternate solutions and add-on options.

3. **Question:** *Does the City want the single copy submission to be bound or loose leaf with a paper/binder clip?*

**Answer:** To ensure that the submission does not become jumbled or fouled during delivery, it should be bound in some manner.

4. *Question: The RFP specifies some requirements for fire service meters in the technical requirements. The price sheet though does not specify this type of meter though. Does the city have a need to purchase fire service meters? If so, how many? If you are not in need of purchasing, then are you just confirming that our endpoints will accommodate the fire service meters you already have?*

*Answer: Fire Service meters were included in the specifications as a fallback provision that could be purchased in the future, if needed. There are no Fire Service meters included in the pricing tables.*

5. *Question: Four pages of statements requiring signatures have been included in the RFP from pages 56 to 59. Should those be signed and included as part of the Appendices in Section 5.0?*

*Answer: These four pages (56 through 59) of the RFP must be signed and submitted with the response. In addition, Attachment A, Agreement to Participate, must be signed and submitted with the response.*

The **deadline for submittal of RFP questions** as contained in Part 1 - Proposal Format is hereby extended to COB, Wednesday, 4 March 2020.

The **deadline for RFP submittal** remains unchanged, 18 March 2020, 2:00 p.m., Local Time.

If you have further questions, feel free to call me at 270.826.2421 (Office).

Cc: Kevin Roberts, HWU Director of Operations  
Kathy Manker, HWU Procurement Manager