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**Brunswick-Glynn County**

**Joint Water and Sewer Commission**

**RFP NO. 20-028**

**REQUEST FOR PROPOSALS**

**ADVANCED METERING INFRASTRUCTURE**

**AND**

**METER DATA MANAGEMENT SYSTEM**

**Wednesday, November 27, 2019**

**MANDATORY Pre-proposal meeting Wednesday, December 18, 2019 - 10:00 a.m. EST**

**Deadline for questions is Monday, December 23, 2019 – 5:00 p.m. EST**

**Questions must be directed in writing (via e-mail) to the**

 **Purchasing Director, Pam Crosby, email –** **pcrosby@bgjwsc.org**

**Responses Due by:**

**12:00 NOON, EST – Tuesday, January 28, 2020**

**Purchasing Division**

**Brunswick-Glynn County Joint Water and Sewer Commission**

**1703 Gloucester Street**

**Brunswick, Georgia 31520**

**(912) 261-7100**

**Proposals should be clearly labeled as follows:**

**“RFP No. 20-028 Advanced Metering Infrastructure and Meter Data Management System”**

**Submit responses in hard copy only; electronic or fax responses will not be accepted.**

**Responses received after the deadline or at any other locations will not be accepted.**

**FOR COMPLETE DETAILS OF THIS SOLICITATION, please visit the BGJWSC website utilizing the following link:**

[**https://www.bgjwsc.org/departments/procurement/**](https://www.bgjwsc.org/departments/procurement/)

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**REQUEST FOR PROPOSAL**

**SECTION AP**

**RFP NO. 20-028**

**REQUEST FOR PROPOSALS**

**ADVANCED METERING INFRASTRUCTURE (AMI) AND METER DATA MANAGEMENT SYSTEM (MDMS)**

**Brunswick-Glynn County Joint Water and Sewer Commission**

Sealed proposals for furnishing an Advanced Metering Infrastructure (AMI) and Meter Data Management System (MDMS), as specified, shall be received by the Procurement Office at the BGJWSC Office Building located at 1703 Gloucester Street, Brunswick, Georgia 31520 at or **12:00 Noon EST on Tuesday, January 28, 2020** at which time and place the sealed proposals shall be publicly opened and read.

Copies of the documents may be obtained on the BGJWSC website: <https://www.bgjwsc.org/departments/procurement/>

A **mandatory** pre-proposal meeting will be held on Wednesday, December 18, 2019 at 10:00 a.m. EST in the Commission Chambers of the BGJWSC Administrative offices located at 1703 Gloucester Street, Brunswick, Georgia 31520. Access to GIS shape file data required to produce a propagation study can be provided at this time via Dropbox.

The deadline for questions will be on Monday, January 6, 2020. All questions should be directed in writing to the Purchasing Director, Pam Crosby via email pcrosby@bgjwsc.org. Responses to these questions will be published via addendum to all registered pre-proposal attendees and posted on the BGJWSC website no later Wednesday, January 15, 2020.

The BGJWSC reserves the right to reject any or all proposals and to accept any proposal which is deemed to be in the best interest of the BGJWSC.

**NOTICE AND INSTRUCTIONS TO PROPOSERS**

**SECTION NIP**

**NOTICE AND INSTRUCTIONS TO PROPOSERS**

**A. NOTICE**

1. The BGJWSC (hereinafter also called the "Purchaser") will receive sealed proposals for furnishing the necessary components for the design, integration and implementation of an **Advanced Metering Infrastructure (AMI) and Meter Data Management System (MDMS)** as specified within. The Proposals shall be publicly opened and read at the location and time shown below:

 **Location: Brunswick Glynn County Joint Water and Sewer Commission**

 **1703 Gloucester Street**

 **Brunswick, Georgia 31520**

 **Time: 12:00 NOON, Tuesday January 28, 2020**

 Proposals received after the time specified for the opening of the Proposals shall be returned unopened.

2. The scope of the work shall include the configuration and integration of Harris ERP’s Innoprise CIS Software and ESRI based GIS survey-grade mapping. Proposals shall include specifically requested information, description of services and price quotes as they relate to the BGJWSC’s strategic technology goals of integrating an AMI and a MDMS solution into its enterprise(s) which will support data collection and billing from AMI meters and enable the many other benefits available from AMI and MDMS. A redundancy for AMR should be provided in the event that AMI fails. The BGJWSC may elect to purchase from more than one Proposer.

**B. INSTRUCTIONS**

1. Proposals and all supporting documents required to be attached thereto must be submitted in a sealed envelope addressed to:

 **Mailing Address**

 **Brunswick-Glynn County Joint Water and Sewer Commission**

 **1703 Gloucester Street**

 **Brunswick, Georgia 31520**

 **Attn: Purchasing Department**

2. The name and address of the proposer as well as the date and hour of the opening of the proposals must appear on the envelope in which the proposal is submitted. Proposals shall also be marked **"Request for the Proposal for Advanced Metering Infrastructure (AMI) and Meter Data Management System (MDMS)"**.

3. Proposers will be required to comply with all applicable statutes, regulations, etc., as set forth by the State of Georgia and those attached to and made a part of these solicitation documents.

4. Each firm's proposal price shall include and shall be deemed to have included the amounts which will be payable by the successful Proposer, or by the Owner on account of taxes imposed by any taxing authority in conjunction with the completion of the work herein described, except for materials to be supplied by the Owner. All taxes of the foregoing descriptions shall be payable by the successful Proposer.

6. Any conditions, requirements, or restrictions included as part of the firm’s proposal as set forth in these Notice and Instructions to Proposers may result in the proposal being deemed non-responsive.

7. The firm’s proposal shall include freight and transportation charges for all equipment to the BGJWSC Warehouse located at 2909 Newcastle Street in Brunswick, Georgia, 31520. We reserve the right to change this location within Glynn County at a later date.

8. The Purchaser reserves the right to make contract for the lump sum price to one Proposer or to award contracts to multiple Proposers' by section.

9. The Purchaser reserves the right to waive minor irregularities or minor errors in the proposal which appear to have been made through inadvertence, provided such irregularities or errors so waived are corrected on the proposal prior to its acceptance by the Purchaser. The Purchaser also reserves the right to reject any and all proposals or to accept a proposal other than the lowest submitted if such action is deemed to be in the best interest of the Purchaser.

11. Proposals may be held by the BGJWSC for a period not to exceed one hundred and twenty (120) days and shall remain valid for that same period from the date of the proposal opening for reviewing the proposals and investigating the firm’s qualifications prior to the contract award.

12. This RFP and all addenda will be available at the following website:

<https://www.bgjwsc.org>

13. Questions regarding this RFP or related work should be directed in writing via email to Pam Crosby, Director of Procurement via pcrosby@bgjwsc.org.

14. Proposals at a minimum shall include the following:

* Proposals shall not exceed 80 pages single sided or 40 pages double-sided, not including technical documentation for each system to be recommended.
* Brief statement which demonstrates the Proposer’s understanding of the project.
* Proposer information identifying the Proposer’s ability to perform the work, including:
* Legal name of firm, address, telephone number and the year the firm was established.
* Principal in charge of project and contact information.
* Personnel background for employees to be used on THIS project.
* Date of RFP submission Proposer shall list the number of AMI/MDMS projects that have been entered into, the number of projects that have been completed to date and the number of projects that are currently active. All Proposers must supply a minimum of five references where they have installed and commissioned a fixed base AMI and/or MDMS systems for clients in the United States but east of the Mississippi River to facilitate travel, if necessary. Proposer must supply an additional three references from at least 3 municipalities with similar or larger populations as the BGJWSC for whom the Proposer has provided AMI and/or MDMS services.
* The following information shall be provided as part of submitting the reference information for the three utilities with similar populations:
* Utility Name
* Address
* Location (City/State/Zip)
* Contact Name
* Telephone
* E-mail Address
* Project Name
* Start Date Project
* End Date Project
* Is Project Complete?
* Percent Complete
* Option for a Site Visit? (Yes/ No)
* Number of Water AMI endpoints installed or to be installed
* Total number of Water endpoints installed (approximately) for the type of AMI system the Proposer is proposing for the BGJWSC from all the Proposer’s projects worldwide.
* Was an MDMS purchased by the utility to operate with the AMI initially?
* Was an MDMS purchased by the utility to operate with the AMI eventually?
* If an MDMS was used with a utility’s AMI system, which MDMS was installed?
* Proposed design and/or propagation study for placement of equipment if required.
* Itemized listing of all equipment, installation services, software, training, etc. to be included in the pricing proposal.
* Listing of services which may be required to complete an AMI and/or MDMS System, but which are not included in the price proposal.
* Training that will be made available to BGJWSC employees with associated costs.
* Proposal with itemized costs, including labor, training and material**.**
* Proof of Insurance with the following amounts:
* Statutory Worker’s Compensation Insurance of Commercial General Liability.
* Commercial general Liability
* Combined single limit $500,000
* General Aggregate $1,000,000
* Commercial Automobile Liability (Owned, hired and non-owned vehicles).
* Contractual Liability Insurance covering the indemnity in the same amount and coverage as provided for the Commercial General Liability Policy, specifically referring to this contract.
* Owner’s protective liability naming BGJWSC its’ officers, agents, employees and the engineer as insured in the same amount and coverage as provided for in the Commercial General Liability Policy.
* Estimated/proposed time frame/schedule for complete installation of AMI AND MDMS for both the Pilot and Phased-In Projects.
* Technical documentation for all equipment proposed, including any third-party equipment necessary for full installation.
* Signature page with attested signatures and a statement showing the Proposer has the authority to submit the RFP and agreeing to hold to submitted prices for a period of 120 days from the date of proposal opening.
* Submit nine (9) copies and 1 digital copy (USB or CD) of the complete proposal in .pdf format.

**PROPOSAL SUBMISSION FORM**

**SECTION PSF**

**PROPOSAL SUBMISSION FORM**

**TO**: **BGJWSC**

 **BRUNSWICK, GEORGIA**

Ladies and Gentlemen:

Proposal package shall include a summary of all costs associated with all items listed below on the attached Proposer’s Proposal Form, including, but not limited to, hardware, software, networking equipment, configuration, interfacing with existing BGJWSC systems, training, shipping, insurance, bonds, warranties and maintenance, and any other costs required to provide a complete and operational “HOSTED” system. The Proposer shall fill out the Sections in their entirety. The firm’s Proposal is separated into five main projects, a Pilot Project and phased in implementation over four subsequent years beginning with the completion of the review of the Pilot Project which shall last no longer than 6 months. All terms and conditions shall be included, and no subsequent alterations will be permitted unless mutually accepted in writing. The Proposer may supply additional information on a separate Microsoft Excel spreadsheet if need be. Additional information and cost breakdowns may be required by the BGJWSC especially if not submitted during the proposal phase.

In the event that the Proposer provides product lines of differing meter base material (such as stainless steel, brass, composite, etc.) or technology (such as AMR “drive by”, AMI fixed network, AMI cellular, etc.), each product line shall include a separate set of proposals to represent a complete installation by product line. Regardless of base material, threads shall be metal. Each product line will then be evaluated independently along with proposals from other Proposers.

The undersigned has carefully examined the attached Notice and Instructions to Proposers, Proposal Form and System Technical Requirements and hereby declares that he/she will furnish the material, equipment and services as specified for the following prices:

**ADVANCED METERING INFRASTRUCTURE (AMI)**

**AND**

**METER DATA MANAGEMENT SYSTEM (MDMS)**

**PILOT PROJECT (PP) (250 Units)**

**HOSTED AMI (PP)**

AMI Head End Server Hardware Proposal Price $

AMI Head End Server Software Proposal Price $

AMI Head End Hardware Initial Six Month Costs Proposal Price $

AMI Head End Software Initial Six Month Costs Proposal Price $

Customer Portal Initial Six Month Costs (250 units) Proposal Price $

**AMI Head End Server Systems Integration (PP):**

Harris ERP’s Innoprise CIS Software Proposal Price $

ESRI Based GIS Survey-Grade Mapping Proposal Price $

AMI Head End Server Installation Proposal Price $

AMI Head End Server Training Proposal Price $

AMI Endpoint and Networking Equipment Proposal Price $

*(Collectors, Repeaters, Routers, etc.)*

 **AMI Pilot Project Subtotal** Proposal **Price** **$**

**AMI WATER METERS**

*(Proposer to list separately individual pricing of all meters in Proposal. Water meters will be listed as module costs, composite meter box and lid costs, Nicor connector costs, or integrated water meters with modules at cost for various sizes of water pipe.)*

 **No. Meters Size Meter Unit Price Extended Price**

 200 ⅝” x ¾” $ $

 50 1” $ $

 **AMI Water Meters Pilot Project Subtotal Proposal Price $**

**HOSTED MDMS (PP)**

MDMS Head End Server Software Proposal Price **$**

MDMS Head End Hosted Software Six Month Costs Proposal Price $

**MDMS Head End Server Systems Integration (PP)**

Harris ERP’s Innoprise CIS Software Proposal Price **$**

ESRI Based GIS Survey-Grade Mapping Proposal Price **$**

MDMS Head End Server Training Proposal Price **$**

 **MDMS Pilot Project Subtotal Proposal Price** **$**

**AMI/MDMS Third Party Equipment Necessary Subtotal Proposal Price $**

 **(***Provide List and Estimate Price and Quantities for each)*

 **AMI/MDMS PILOT PROJECT TOTAL PRICE $**

**YEAR 2 IMPLEMENTATION PROJECT (Y2) (7,690 Units)**

**HOSTED AMI (Y2)**

AMI Head End Server Hardware Proposal Price $

AMI Head End Server Software Proposal Price $

AMI Head End Hardware Yearly Costs Proposal Price $

AMI Head End Software Yearly Costs Proposal Price $

Customer Portal Yearly Costs (7,940 units) Proposal Price $

**AMI Head End Server Systems Integration (Y2):**

Harris ERP’s Innoprise CIS Software Proposal Price $

ESRI Based GIS Survey-Grade Mapping Proposal Price $

AMI Head End Server Installation Proposal Price $

AMI Head End Server Training Proposal Price $

AMI Endpoint and Networking Equipment Proposal Price $

*(Collectors, Repeaters, Routers, etc.)*

 **AMI Year 2 Project Subtotal Proposal Price** **$**

**AMI WATER METERS (Y2)**

*(Proposer to list separately individual pricing of all meters in Proposal. Water meters will be listed as module costs, composite meter box and lid costs, Nicor connector costs, or integrated water meters with modules at cost for various sizes of water pipe.)*

 **No. Meters Size Meter Unit Price Extended Price**

 5,715 ⅝” x ¾” $ $

 1,651 1” $ $

 60 1.5” $ $

 140 2” $ $

 40 3” $ $

 62 4” $ $

 20 6” $ $

 2 8” $ $

 **AMI Water Meters Year 2 Project Subtotal Proposal Price $**

**HOSTED MDMS (Y2)**

MDMS Head End Server Software Proposal Price **$**

MDMS Head End Hosted Software Yearly Costs Proposal Price $

**MDMS Head End Server Systems Integration**

Harris ERP’s Innoprise CIS Software Proposal Price **$**

ESRI Based GIS Survey-Grade Mapping Proposal Price **$**

MDMS Head End Server Training Proposal Price **$**

 **MDMS Year 2 Project Subtotal Proposal Price $**

**AMI/MDMS Third Party Equipment Necessary Subtotal Proposal Price $**

 **(***Provide List and Estimate Price and Quantities for each)*

 **AMI/MDMS YEAR 2 PROJECT TOTAL PRICE $**

**YEAR 3 IMPLEMENTATION PROJECT (Y3) (7,690 Units)**

**HOSTED AMI (Y3)**

AMI Head End Server Hardware Proposal Price $

AMI Head End Server Software Proposal Price $

AMI Head End Hardware Yearly Costs Proposal Price $

AMI Head End Software Yearly Costs Proposal Price $

Customer Portal Yearly Costs (15,630 units) Proposal Price $

**AMI Head End Server Systems Integration (Y3):**

Harris ERP’s Innoprise CIS Software Proposal Price $

ESRI Based GIS Survey-Grade Mapping Proposal Price $

AMI Head End Server Installation Proposal Price $

AMI Head End Server Training Proposal Price $

AMI Endpoint and Networking Equipment Proposal Price $

*(Collectors, Repeaters, Routers, etc.)*

 **AMI Year 3 Project Subtotal Proposal Price** **$**

**AMI WATER METERS (Y3)**

*(Proposer to list separately individual pricing of all meters in Proposal. Water meters will be listed as module costs, composite meter box and lid costs, Nicor connector costs, or integrated water meters with modules at cost for various sizes of water pipe.)*

 **No. Meters Size Meter Unit Price Extended Price**

 5,715 ⅝” x ¾” $ $

 1,651 1” $ $

 60 1.5” $ $

 140 2” $ $

 40 3” $ $

 62 4” $ $

 20 6” $ $

 2 8” $ $

 **AMI Water Meters Year 3 Project Subtotal Proposal Price $**

**HOSTED MDMS (Y3)**

MDMS Head End Server Software Proposal Price **$**

MDMS Head End Hosted Software Yearly Costs Proposal Price $

**MDMS Head End Server Systems Integration**

Harris ERP’s Innoprise CIS Software Proposal Price **$**

ESRI Based GIS Survey-Grade Mapping Proposal Price **$**

MDMS Head End Server Training Proposal Price **$**

 **MDMS Year 3 Project Subtotal Proposal Price $**

**AMI/MDMS Third Party Equipment Necessary SubtotalProposal Price $**

 **(***Provide List and Estimate Price and Quantities for each)*

 **AMI/MDMS YEAR 3 PROJECT TOTAL PRICE $**

**YEAR 4 IMPLEMENTATION PROJECT (Y4) (7,690 Units)**

**HOSTED AMI (Y4)**

AMI Head End Server Hardware Proposal Price $

AMI Head End Server Software Proposal Price $

AMI Head End Hardware Yearly Costs Proposal Price $

AMI Head End Software Yearly Costs Proposal Price $

Customer Portal Yearly Costs (23,320 units) Proposal Price $

**AMI Head End Server Systems Integration (Y4):**

Harris ERP’s Innoprise CIS Software Proposal Price $

ESRI Based GIS Survey-Grade Mapping Proposal Price $

AMI Head End Server Installation Proposal Price $

AMI Head End Server Training Proposal Price $

AMI Endpoint and Networking Equipment Proposal Price $

*(Collectors, Repeaters, Routers, etc.)*

 **AMI Year 4 Project Subtotal Proposal Price** **$**

**AMI WATER METERS (Y4)**

*(Proposer to list separately individual pricing of all meters in Proposal. Water meters will be listed as module costs, composite meter box and lid costs, Nicor connector costs, or integrated water meters with modules at cost for various sizes of water pipe.)*

 **No. Meters Size Meter Unit Price Extended Price**

 5,715 ⅝” x ¾” $ $

 1,651 1” $ $

 60 1.5” $ $

 140 2” $ $

 40 3” $ $

 62 4” $ $

 20 6” $ $

 2 8” $ $

 **AMI Water Meters Year 4 Project Subtotal Proposal Price $**

**HOSTED MDMS (Y4)**

MDMS Head End Server Software Proposal Price **$**

MDMS Head End Hosted Software Yearly Costs Proposal Price $

**MDMS Head End Server Systems Integration**

Harris ERP’s Innoprise CIS Software Proposal Price **$**

ESRI Based GIS Survey-Grade Mapping Proposal Price **$**

MDMS Head End Server Training Proposal Price **$**

 **MDMS Year 4 Project Subtotal Proposal Price $**

**AMI/MDMS Third Party Equipment Necessary SubtotalProposal Price $**

 **(***Provide List and Estimate Price and Quantities for each)*

 **AMI/MDMS YEAR 4 PROJECT TOTAL PRICE $**

**YEAR 5 IMPLEMENTATION PROJECT (Y5) (7,668 Units)**

**HOSTED AMI (Y5)**

AMI Head End Server Hardware Proposal Price $

AMI Head End Server Software Proposal Price $

AMI Head End Hardware Yearly Costs Proposal Price $

AMI Head End Software Yearly Costs Proposal Price $

Customer Portal Yearly Costs (30,988 units) Proposal Price $

**AMI Head End Server Systems Integration (Y5):**

Harris ERP’s Innoprise CIS Software Proposal Price $

ESRI Based GIS Survey-Grade Mapping Proposal Price $

AMI Head End Server Installation Proposal Price $

AMI Head End Server Training Proposal Price $

AMI Endpoint and Networking Equipment Proposal Price $

*(Collectors, Repeaters, Routers, etc.)*

 **AMI Year 5 Project Subtotal Proposal Price** **$**

**AMI WATER METERS (Y5)**

*(Proposer to list separately individual pricing of all meters in Proposal. Water meters will be listed as module costs, composite meter box and lid costs, Nicor connector costs, or integrated water meters with modules at cost for various sizes of water pipe.)*

 **No. Meters Size Meter Unit Price Extended Price**

 5,715 ⅝” x ¾” $ $

 1,651 1” $ $

 54 1.5” $ $

 130 2” $ $

 37 3” $ $

 60 4” $ $

 19 6” $ $

 2 8” $ $

 **AMI Water Meters Year 5 Project Subtotal Proposal Price $**

**HOSTED MDMS (Y5)**

MDMS Head End Server Software Proposal Price **$**

MDMS Head End Hosted Software Yearly Costs Proposal Price $

**MDMS Head End Server Systems Integration**

Harris ERP’s Innoprise CIS Software Proposal Price **$**

ESRI Based GIS Survey-Grade Mapping Proposal Price **$**

MDMS Head End Server Training Proposal Price **$**

 **MDMS Year 5 Project Subtotal Proposal Price $**

**AMI/MDMS Third Party Equipment Necessary SubtotalProposal Price $**

 **(***Provide List and Estimate Price and Quantities for each)*

 **AMI/MDMS YEAR 5 PROJECT TOTAL PRICE $**

**TOTAL AMI/MDMS PRICE AND SIGNATURE PAGE**

 **PILOT PROJECT TOTAL PROPOSAL PRICE (250 Units) $**

 **YEAR 2 PROJECT TOTAL PRICE (7,690 Units) $**

 **YEAR 3 PROJECT TOTAL PRICE (7,690 Units) $**

 **YEAR 4 PROJECT TOTAL PRICE (7,690 Units) $**

 **YEAR 5 PROJECT TOTAL PRICE (7,668 Units) $**

 **GRAND TOTAL PROPOSAL PRICE (30,988 Units) $**

The signature below certifies that the proposal as submitted complies with all Terms and Conditions as set forth in this RFP. The signature also certifies that the Proposer has the authority to submit the RFP and agreeing to hold to submitted prices for a period of two (2) years from the date of proposal opening which will extend through to the completion of the project. Both parties recognize that meter installation count may change due to new construction and material purchase prices may be adjusted accordingly at the per-unit cost, as needed, for all units exceeding the count listed in Section 3.0 WATER INFORMATION on page STR-2.

 Proposer Signature of Company’s Agent

 Address Print Name

City State Zip Title

 Date Telephone

 Email Address

**SYSTEM TECHNICAL REQUIREMENTS**

**SECTION STR**

**ADVANCED METERING INFRASTRUCTURE SYSTEM**

**AND**

**METER DATA MANGEMENT SYSTEM**

**SYSTEM TECHNICAL REQUIREMENTS**

**1.0 INTENT**

The BGJWSC has been upgrading its AMR “drive by” system, investing in Cellular Endpoint-based Advanced Metering Infrastructure and a Meter Data Management System for its water utilities for several years. The BGJWSC currently reads over 2,000 of its AMR meters manually each month. The rate of AMR failure of the remaining 28,000 meters due to batteries reaching the end of their useful life is increasing monthly. Therefore, the BGJWSC is seeking Proposals for an Advanced Metering Infrastructure (AMI) and a Meter Data Management System (MDMS) from qualified Proposers.

The proposals shall include the design and installation of all aspects associated with the system, including but not limited to meters, meter boxes, lids, backflow preventers (up to and including 2” meters), registers, transmitters, and antenna mounts as needed to properly operate the system. Piping adjustments necessary due to lay length changes must be accommodated by Proposers. Proposers will work in conjunction with BGJWSC staff to accommodate any needed changes to vaults or setters for all meters 3” and above in size.

The BGJWSC intends to purchase, finance or lease a hosted AMI head-end system with a combined MDMS as a “turn-key” system. All meter sizes currently utilized by the BGJWSC must be available to be read using the same AMI system. The BGJWSC may give preference to those Proposers supplying a system which offers a competitive financing and/or lease-purchase option.

The Proposer selected needs to be able to provide a full system with redundancy and adhere to security best practices. Should the Proposer be successful in the Pilot Project then it is the BGJWSC’s intention to move forward with the full implementation of the selected system using a phased-in approach. The BGJWSC therefore expects that the Pilot Project will be completed within six months from the initial award and the full implementation of the project will be completed within the following forty-eight months.

Some vendors may have AMI systems that incorporate MDMS in their base offering, or functionality that is a near equivalent of an MDMS; the BGJWSC is asking for MDMS proposals simply to ensure that the BGJWSC users of the system will have a wide range of control and information available to help them easily and quickly offer the BGJWSC’s internal and external customers every useful feature and service that is practical and affordable. MDMS companies may submit separately from AMI companies or together if they have corporate alliances or past agreements to work together on such projects.

If a separate MDMS is deemed necessary to be used with the AMI system chosen for the Pilot Project, it would need to be fully integrated, so the BGJWSC can more fully determine that the AMI vendor and the MDMS vendor will work adequately with the BGJWSC’s other systems and together.

**2.0 PURPOSE**

The BGJWSC requests that Proposers submit their proposals for providing an AMI and MDMS system which will both include the configuration and integration of Harris ERP’s Innoprise CIS Software and ESRI based GIS. The purpose of this RFP is to enter into contract with the Proposer(s) that can best meet the needs of the BGJWSC and supply all the necessary hardware, software, and services as required to install, operate and maintain a successful overall system.

The BGJWSC reserves the right to accept or reject any or all proposals received as a result of this request, or to negotiate with the firm(s) deemed most suitable to perform this work, without reissuing the RFP, and to waive any informalities, defects, or irregularities in any proposal.

**3.0 WATER METER INFORMATION**

Specifically, the Proposer proposals shall include specific requested information, description of services and price quotes as they relate to the BGJWSC’s strategic technology goals of integrating an AMI and MDMS solution into its enterprise(s) which will support data collection and billing from AMI meters and enable the many other benefits available from AMI and MDMS. The purchase and installation of the meters shall be included in this proposal. All other endpoint equipment associated with the proper operation of the meters such as collectors/repeaters and other field equipment shall also be installed by the Proposer.

The BGJWSC’s 30,988 water meters consist of the following breakdown by size:

 **No. Meters Size Meter**

 23,060 ⅝” x ¾”

 6,654 1”

 234 1.5”

 550 2”

 157 3”

 246 4”

 79 6”

 8 8”

**4. 0 PROPOSAL EVALUATION AND AWARD**

The BGJWSC desires to partner with the most appropriate Proposer within its financial means. The BGJWSC prefers to select an experienced service provider who has implemented the metering applications integrated with an AMI technology at several similar cities and organizations and is proven to work collaboratively and effectively.

The BGJWSC intends to award to the highest ranked Proposer that will assume financial and legal responsibility for the contract. Proposals that include multiple Proposer must clearly identify one Proposer as the “prime contractor” and all others as subcontractors.

The BGJWSC may choose to conduct a Pilot AMI Project consisting of at or about 250 water meters in a generally co-located area with the prospective AMI Proposer to prove the concept before committing to a full purchase and full roll-out of an AMI system. This Pilot Project is anticipated to take no more than six months from the time it is implemented and for the BGJWSC to review. Proposer needs to provide a Pilot Project price and hold Phased-In Implementation Project prices firm for at least 48 months beyond the conclusion of the Pilot Project. The BGJWSC reserves the right to cease any Pilot Project and forego any additional implementation with any Proposer at any time for any reason, including but not limited to: lack of funding, poor performance with BGJWSC’s AMI/MDMS Pilot Project, poor performance of a similar installation at another utility, etc. The BGJWSC may elect to implement a Pilot Project with more than one Proposer.

With this solicitation, the BGJWSC intends to award one contract to the highest ranked Proposer and does not anticipate award to multiple companies. Regardless, the BGJWSC reserves the right to make multiple or partial awards. The acquisition of this system and equipment will follow the State of Georgia’s Best Value procurement method (§ 143-135.9) to determine which proposal offers the best trade-off between price and performance, where quality is considered an integral performance factor.

A worksheet has been provided that details the criteria that will be used in evaluating the proposals in order to arrive at the Shortlist Evaluation.

As part of the committee’s review, it may invite selected Proposers to present information on their proposal at a BGJWSC office conference room and answer detailed questions, potentially on more than one occasion. The committee may also contact references of the Proposer and potentially make field visits to various references to validate claims from the Proposer and to see real world systems in action and related due diligence.

 Price for the entire project will be calculated by the BGJWSC in terms of initial costs, ongoing maintenance costs, and other costs from other Proposers for items necessary to operate the AMI /MDMS (note that meters may be purchased from Proposers besides the AMI Proposer if the AMI system is compatible with meters from multiple manufacturers, etc.) so that a total project price can be figured. The BGJWSC will also calculate prospective benefits from each AMI and compatible MDMS system so that an economic benefit(s) can be gaged across AMI/MDMS combinations. Awards will be based on a “Best Value” approach and not necessarily on the lowest overall ownership cost, although cost is a factor in deciding between systems that are otherwise similar.

**4.1** **AMI Proposer Initial Evaluation:**

 Proposals shall be reviewed on intake by staff of the Procurement Division or their designee. The items in the lists below will be rated using a 0-10 scale in terms of how well it performs and also relatively how important each overall area is with 10 being the most important or best performing and 0 being the least important or worst performing. Proposals that do not meet a score of 70 or higher will be disqualified.

Initially, the following items will be used to evaluate the Proposals and will be used to determine up front whether a Proposer makes it to the next step of evaluating the technical requirements by the Proposer. Proposers are required to answer questions in the order that they are presented here and list the associated pages accordingly.

* Experience/Qualifications/Support/References of Proposer.
* Schedule and ability to work with other Proposer Costs, including future expansion of the system.
* Proposer will provide project management support for implementation of the Pilot and Phased-In Projects and incorporate the costs into the proposal.
* Proposer will provide technical support during the Pilot and the Phased-In Projects for all aspects of the project, including but not limited to:
* Network data collection issues
* Connecting collection devices to a head end system
* Connecting to the Harris ERP’s Innoprise CIS Software
* Connecting to the ESRI Based GIS system
	+ Proposer must have a reputation for significant customer service during Pilot and Phased-In Multi-Year Projects, and operation and maintenance of projects.
* The financial stability of the Proposer’s company/corporation is very important to the BGJWSC. Any information that the Proposer is willing to share with the BGJWSC will be evaluated accordingly.
	+ Proposer shall list all known “Critical Flaws” within the system.
	+ Proposer shall list all “Critical Features” that the Proposer does not support.
	+ Proposer shall list all “Unique Features” inherent to the Proposer’s system not available in other systems and that may be advantageous to the BGJWSC.
	+ Misinformation discovered during the exploratory phase of the Proposer’s system or during the process of interviewing references submitted by the Proposer, will be evaluated accordingly. For example, this could be information uncovered like the “system does not perform as Proposer first presented”, or “certain equipment may not meet industry standards” and various other reasons, etc.
	+ Proposer will provide ongoing technical support at least during the hours of 8 AM EST through 5 PM EST and have emergency support available for all other hours, including nights, weekends, and holidays. (yes/no)
	+ System Software package shall be hosted by the Prospective Proposer on server hardware at a remote secure data center (SaaS), managed by the Prospective Proposer, and be available via the Owner’s internet connected network for an unlimited number of users. (yes/no)
	+ Proposer’s Project Manager shall be “PMP” certified. (yes/no)

**4.2** **AMI Proposer Technical Merit (Maximum Score is 1,440)**

 Each evaluator will rate each item on its relative level of importance or criticality within the overall area. Each evaluator will rank the areas related to their departments. Some areas have equal/shared focus for all evaluators and will be equally weighted. A worksheet has been provided in the Appendix to give the Proposer an idea as to how the BGJWSC plans on evaluating the proposals.

 Proposals shall be reviewed by a committee of BGJWSC employees which will include representatives of staff from the Administrative Services Division, Finance Division, Office of the Director and Water Distribution Division. Each will rate the items in the lists below using a 1-10 scale in terms of how well it performs and also relatively how important each overall area is with 10 being the most important or best performing and 1 being the least important or worst performing. Initial responses from each Department will be shared with the committee as recommendations for the committee on scoring for each item for each Proposer and “Overall” scores will be entered after that discussion(s) for each item for each Proposer. Only the “Overall” scores will matter in the selection. This method will ensure that experts in particular areas will guide the discussion in their areas of expertise but be subject to observations, questions, and comments from the rest of the committee.

 As part of the Proposer’s submission, the Proposer will provide a compliancy table for use in evaluating the Proposer’s submission. The table will list the Proposer’s response to each of the technical requirements below as “Comply”, “Alternate”, “Exception”, and “Explanation”

**4.2.1 Water Meter Setup**

* Analog display capable of being read and registering flow in the event of battery failure.
* Metal threads on meter connections shall be required.
* A redundancy for AMR should be provided in the event that AMI fails.
* Automated reading of all meters at least once per day and storage of those readings, with preference being given to systems that read water meters that provide hourly usage data (but report their readings only once per day).
* Leak Detection, including sending texts, emails, or “robo-calling” customers with possible leaks as a feature in the Head End.
* Systems with modules that fit NICOR connector ports on water meters with low rates of failure due to water ingress or other factors.
* Systems with water meters and modules that can work after being regularly submerged.
* Systems with modules that last at least 10 years.
* Systems that flag water meter tampering.
* Proposer to demonstrate alternatives to using meter mesh network communication, including “drive by”, cellular or other means. Note that the BGJWSC plans to replace all water meter lids with heavy duty, traffic rated, and polymer composite lids with magnetic strips and 1 7/8” transmitter hole to enable better communication.

**4.2.2 Customer Service**

* Ability to store and easily see past usage patterns by customer service employees including querying and graphing for easy sharing with customers via .pdf or other similar format.
* Ability to query usage data from a variety of parameters to allow user creation of various reports (i.e. total water used by all meters during a month, or total water used by a certain rate class during a month, high flow compared to residential equivalent unit [REU] standard of 300 gallons per day and potential leak, etc.).
* Customer data presentation via a secure online portal. A full-featured customer portal shall include daily usage graphing, conservation evaluation compared to daily usage limits established by the utility and adjustable by the customer for daily water budgeting. Notification of excess usage or potential leak shall be made available via text, email or both.
* To facilitate evaluation, any cost to be incurred by the BGJWSC for customer portal access shall be included as a line item detail in both the pilot program and subsequent phase-in yearly approach with an expectation that each customer represented by the meter change out will have access to the portal.

**4.2.3 Information Technology**

* Initially, system to be remotely hosted with backup servers to be located in at least one other location geographically distant from the primary server by at least five hundred miles.
* 24/7 service if the system should require emergency support. These not-to-exceed costs for these services should be plainly stated, along with escalation due inflation, etc. for a period of ten years.
* System to have minimum of AES 128-bit encryption.
* System’s head end to meet the latest standards of The Federal Information Processing Standard (FIPS) Publication 140-2, (FIPS PUB 140-2), cyber-security protocol. SaaS servers to undergo annual penetration testing. Proposer will describe the physical and cyber security features used to protect any intelligent electronic devices (meters, collectors, etc.) from typical threats. Proposer will provide an overview of cyber security provisions end-to-end. Proposer will describe how system upgrades and software patches are administered to minimize security risks.
* Proposer will provide information on configuring authentication / authorization / logging and encryption on all components.
* System should have a host intrusion detection system to perform a variety of integrity checks to detect attempted unauthorized access and alert administrators of the AMI system to these attempts.
* Proposer will list all IEEE and ANSI Standards that the components satisfy compliance.

**4.2.4 Head End Administration**

* A system with administrative ability to grant access to certain portions of the AMI /MDMS system to certain users and change access as necessary.
* The System shall show and retain a minimum of 3 years of hourly usage history for all utility accounts.
* System shall identify and present problematic data to operators for resolution before it reaches the BGJWSC’s billing system.
* System shall provide standard reporting for meter exceptions, meter reads, meter events, communications, exceptional consumption, and continuous consumption.
* System shall have the ability to view raw, processed, and validated data.
* System shall be able to maintain up to 36-month history of meter data.
* System shall display meter data in a Graphical User Interface (GUI), in tables, and via database ties.
* System shall have the ability to manually insert raw register read or perform validation for a given meter.
* System shall provide an instant “snapshot” of the entire utility system.
* SaaS data shall be secured in Tier IV SSAE 16 certified data centers.
* SaaS data shall be stored securely in more than one datacenter.
* SaaS data files shall have scheduled backups and be properly stored in a secure location.
* SaaS data is the property of BGJWSC and shall not be copied, shared, or sold by the Proposer.
* System shall promptly notify the BGJWSC of any unauthorized access of BGJWSC data. SaaS database shall be fully retrievable by the BGJWSC.

**4.2.5 Overall**

* System must be overall user-friendly and easy to learn to use relative to other offerings. Preference will be given to a system that includes a Meter Data Management System and requires no third-party Meter Data Management System. This (as well as other aspects listed in other areas) will be fully evaluated by BGJWSC employees in an AMI/MDMS Pilot Project in addition to pre-selection due diligence.
* Implementation of this system must be done on a “live” basis as the BGJWSC presently has billing read periods scheduled out each month.
* Field collection devices, if required, should use a cellular based communication system backhaul with pricing for such a system to be included in the proposal (including third party costs for such services and hardware). Any propagation study needed to determine the appropriate number of field collection devices will be included in the cost of the initial pilot program.
* Proposer to state all third-party items necessary to implement, operate, and maintain this system and estimate costs for these on a one time and ongoing bases.

**4.3 AMI Proposer Technical Support (Maximum Score is 240)**

Proposer shall list standard levels of technical support and those which require additional cost.

**4.4 AMI Proposer Cost (Maximum Score is 360)**

Maximum points are awarded to the lowest responsive cost solution and then lesser amounts of points are awarded to higher cost solutions according to the formula “lowest cost solution price divided by the higher cost solution price times 360 points.” Costs for solutions are determined by the evaluation committee based on information provided by the proposer as well as information found by the evaluation committee and will focus on the total cost for the system and all meters and other equipment necessary for its initial purchase and ongoing costs. Where the evaluation committee’s calculations may differ from the Proposer’s, the BGJWSC’s calculations are final.

**4.5 AMI Proposer Warranty (Maximum Score is 180)**

Proposer shall list standard levels of warranty and those which require additional cost. (See Section 7.0)

**4.6 AMI Proposer Training (Maximum Score is 180)**

Proposer shall list standard levels of training and those which require additional cost. (See Section 8.0)

The proposal shall include pricing for all services as described in **Section 4.0** herein.

A worksheet has been provided in the Appendix to give the Proposer an idea as to how the BGJWSC plans on evaluating the final proposals in order that they may reach a final award. The tab is listed as “Technical Requirements Eval.” Numerical scores listed in the worksheet show maximum point values.

The score of each of the five sections, with a maximum of 2400, will then be divided by 24 to arrive at a 100 point scale.

**5.0 PILOT AND PHASED-IN IMPLEMENTATION PROJECT SCHEDULE**

The following is a preliminary outline for the completion of the project. The BGJWSC along with the Proposers selected as part of the “short list” will finalize the schedule in order that it is optimized to best fit the BGJWSC’s requirements and expectations:

* RFP issued by Wednesday, November 27, 2019
* Mandatory Pre-proposal meeting on Wednesday, December 18, 2019 - 10:00 a.m. EST
* Questions from Proposers submitted by Monday, December 23, 2019 – 5:00 p.m. EST
* Answers to questions submitted by the Proposers will be posted January 6, 2020
* RFP due by 12:00 NOON EST - Tuesday, January 28, 2020
* RFP Short list determined by February 5, 2020
* Interviews (if needed) 2/10 – 2/12/2020
* Recommended System Award to Board by February 20, 2020
* Contract award approved by Board by March 5, 2020
* Contracts execution completed by April 4, 2020
* Initiation of pilot project meter installation by May 1, 2020
* Completion of software integration, setup and initial training by June 1, 2020
* Completion of the pilot project meter installation by June 30, 2020
* Completion of the pilot project review by January 1, 2021
* Completion of year 2 project by June 30, 2021
* Completion of year 3 project by June 30, 2022
* Completion of year 4 project by June 30, 2023
* Completion of year 5 project by June 30, 2024

**6.0 DELIVERY**

All new products must be transferred and handled in accordance with the manufacturer’s instructions.

Shipment of products shall be promptly inspected to ensure that products comply with requirements, quantities are correct, and products are undamaged.

All physical products shall be delivered to the location shown below, unless alternate is required:

**BGJWSC Warehouse**

**2909 Newcastle Street**

**Brunswick, GA 31520**

 Delivery schedule and shipping methods are to be appropriate for quantities and time frame of the project. Water Meters and RF module supplies will be provided in quantities and at times requested by the Owner. Delivery of meters, registers, and RF modules shall be within 60 calendar days of request by the Owner. Delivery of products other than meters, registers and RF modules shall be within 90 calendar days of approval of the product and ordering.

 All materials pulled from service connections during the replacement process, including meter boxes, backflow preventers, meters and transmitters, will also be delivered to the BGJWSC Warehouse. As some existing meters may need to be changed out during the four year Phased-In project period, BGJWSC staff may opt to reuse working surplus meters.

 All work on the project, including set-up and training, listed in the Proposal sections of the Proposer’s Proposal shall be satisfactorily completed within the timeframe listed in this RFP.

**7.0 WARRANTIES**

Proposers will provide copies of the initial warranties and extended warranties lasting for a minimum of five years with the equipment and system, including all terms and conditions.

Proposers will describe their intent in the Proposal with respect to technical support during the contract period. Renewable maintenance agreement options including costs shall be provided

Proposer will provide a brief description of additional devices, hardware changes, or software enhancements planned for the system within the next three years.

All cost totals must be included in the Proposer’s submission.

All manufacturer warranties for the products must be transferred to the Owner upon final acceptance by the Owner. In addition, the Proposer shall supply all software licenses, naming the Owner as the holder.

**8.0 TRAINING**

As a minimum, Proposer will provide technical training consisting of at least one week of initial on-site training for administration, customer service, and technician-level training and a second week of on-site training within a year of completion of pilot program installation for follow-up training.

The Proposer will also provide as part of the training plan the minimum number of training hours that will be provided as a part of the base package. The plan will identify the actual training hours and describe the size and assumed skill levels of each group. The Proposer should indicate if additional off-site training is available for BGJWSC employees. The Proposer will provide cost information for additional training that is available. All cost totals for initial training must be included in the Proposer’s Submission.

If the Proposer has an annual Users’ Group Meeting, the BGJWSC shall be able to send up to five people to these meetings each year without a meeting attendance cost for the first two years of installation of a full AMI/MDMS system(s).

**APPENDIX**

**SECTION A**