



REQUEST FOR PROPOSALS

Sensus 1600 R-series radio water meter MXU upgrade

INTRODUCTION

The City of Rossland has a metered water system in place with individual connections that records water consumption of each residential and business account within the City. Accounts are charged out according to the water consumption based on rates set out by City Council. The City of Rossland services approximately 1,800 water meter accounts.

The *Sensus 1600 R-Series* meters were installed in residential homes and businesses initially in 2006 and 2007 then continued with additional installs in newly constructed homes and businesses as required. The MXU's in use with the *Sensus 1600 R-Series* meters are a 2-wire or 3-wire system *Radio Read* models *AMR-317-R4*; *#AMR-321-R4*; and *#AMR-321-R2*; and, *Sensus Metering System radio reader VXU Model 3600*. There are approximately 400 of the two-wired waters and 1,400 of the 3-wired water meters installed +/-.

The City of Rossland invites qualified proponents to prepare and submit competitive proposals to upgrade the current 1,800 (MXU) Meter Transceiver Units, adaptable to the two-wire and three wire systems, and compatible readers. The software must have the capability to interface with Apteon *Enterprise Software Solutions (formerly Vadim Software)* and *ICity Municipal Financial software*. Proponents should include implementation timeline in their proposal. The City of Rossland will entertain proposals where the proponent takes responsibility for the full installation and initial operation of the system.

Terms and Conditions:

The Contractor shall replace 1,800 Meter Transceiver Units (MXU) and the front-end Reader(s) for the 1,800 units.

The Contractor shall effectively direct and supervise the upgrade services. Subject to the City's right to give directions regarding the services, the Contractor shall be solely responsible for the means, methods, techniques, sequences and procedures and for coordinating all parts of the services.

The Contractor shall provide all tools, equipment and apparatus to carry out the upgrades and all maintenance and applicable software requirements.

Evaluations and Award Process:

The evaluation criteria will be applied on a comparative basis, evaluating proposals by comparing each against the others. The City reserves the right to reject any or all proposals received and to accept any proposal which it considers advantageous, whether or not it is the lowest priced proposal. The evaluation of proposals will be performed by City representatives and will take into account the best value for the City which includes, but not limited to understanding the project, deliverables, methodology, resources, team, project schedule, detailed budget, experience, references, and the general quality of the proposal. The following evaluation point system criteria will be applied to all proposals in a fair and consistent manner:

Project Understanding	5 points
Project Deliverables	15 points
Project Methodology	15 points
Resources and Project Team	10 points
Project Schedule	10 points
Budget Detail	20 points
Relevant Experience and References	15 points
Completeness, Clarity and Quality of Proposal	10 points
TOTAL	100 points

The City is not under any obligation to award a contract, and reserves the right to terminate the Request for Proposal process at any time and to withdraw from discussions with all or any proponent who has responded to this Request for Proposals. The City shall not be obligated in any manner to any Proponent whatsoever until the written contract has been duly executed relating to an approved proposal. The City is not responsible for any costs incurred by any party that responds to, or intended to respond to this Request for Proposals.

Conclusion:

All Requests for Proposal submitted to the City of Rossland become the property of the city and as such, are subject to the Freedom of Information and Protection to Privacy Act.

Proposals may be sent electronically however, the signed original must arrive at the City of Rossland within seven days. Note that the City cannot guarantee that its internet will be available at all times prior to the submission deadline so a proponent submitting by email does so at their own risk.

Proposals must be submitted bearing the name of the proponent, addressed and clearly marked: **Request for Proposal: Water Meter MXU upgrades**

Request for Proposal submissions must be received no later than 12:00 p.m. local time (Pacific Standard Time) on **Wednesday, May 30, 2018** and sent to:

City of Rossland
Attention: Shirley Rhodes, Deputy Corporate Officer
2196 LeRoi Avenue
P.O. Box 1179
Rossland, BC V0G 1Y0
Email: Shirley@Rossland.ca