



*VALLEY OF THE MOON WATER DISTRICT*

A Public Agency Established in 1962

19039 Bay Street · P.O. Box 280

El Verano, CA 95433-0280

Phone: (707) 996-1037

Fax: (707) 996-7615

February 8, 2018

**RE: Request for Proposals – AMI Water Meter Installation Project**

Dear Vendor:

Valley of the Moon Water District (District) is issuing a request for proposals (RFP) for water meter replacement labor services only. The District is in the middle of our AMI upgrade project and is moving from traditional read meters to Badger E-Series meters with Itron ERTs and Leak Sensors.

Scope of work is for labor only on the following:

- Replacement of current water meter with Badger E-Series meters and Itron ERT
- Every 3<sup>rd</sup> water service will also require the installation of the Itron Leak Sensor
- Replacement of meter lid with new fiberlite lid
- All meter equipment will be provided by the District from the Corporate Yard and all old materials will be returned by the proposer to Corporate Yard
- Data management of meter and ERT serial numbers will be coordinated with District staff. Updated spreadsheets will be provided back to the District based on daily field installations
- Installation Schedule:

<b>Number of Meters</b>	<b>Start Installation</b>	<b>Expected Completion</b>
1000	May 2018	June 30, 2018
1850	July 1, 2018	September 30, 2018
1850	July 1, 2019	October 30, 2019

Proposals shall match the scope of work described above.

Mailed (USPS) proposals shall be clearly marked on the outside of the envelope “AMI Meter Installation Project” and sent to VOMWD, P.O. Box 280, El Verano, CA 95433. Proposals sent by courier (UPS, FEDEX, etc.) or hand delivered must be addressed to VOMWD, 19039 Bay Street, Sonoma, CA 95476 and received by March 8, 2018 @ 4:30pm. Proposals received after this time will not be considered. The District reserves

DIRECTORS:  
OFFICERS:

Bruce Adams - Jon Foreman - Mark Heneveld - Ron Prushko  
Daniel Muelrath, General Manager - Robert B. Maddow, Esq., District Counsel

the right to reject any or all Proposals and to award to any vendor deemed to be in the best interest of the District.

The following table highlights important dates throughout the RFP process:

Date	Milestone
February 8, 2018	RFP notice advertised and distribution to potential vendors
February 28, 2018	Inquiries and requests for information; final day
<b>March 8, 2018</b>	<b>Sealed RFP Responses Due by 4:30 PM Local Time</b>
TBD	Interviews (if needed)
TBD	Scope and fee negotiations
April 3, 2018	Contract Approval
May 2018	Project Start

All requests for information, clarification or related inquiries shall be submitted via email to Daniel Muelrath, General Manager at [draelrath@vomwd.com](mailto:draelrath@vomwd.com) a minimum of one week prior to the sealed proposal deadline. Requests received after this date will go unanswered. All answers and clarifications shall be shared with all vendors via addendums listed on the District's website. It will be the vendors' responsibility to check the website for addendums as the final addendum will be posted no later than March 1, 2018.

Two copies of your sealed proposal, as well as a copy in a .pdf format on a flash drive, must be submitted not later than 4:30 p.m. on March 8, 2018.

Sincerely,



Daniel Muelrath  
General Manager