



INVITATION FOR BID

City of Suffolk
IFB #16032-CN
October 29, 2015
Purchasing Division
442 West Washington Street, Room 1086
Suffolk, VA 23434
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<http://www.suffolkva.us/purchasing>

ADDENDUM NO. 2

Meter Reading Services

The City's Request for Proposal Number 16032-CN is hereby amended/clarified to include the following questions:

Question 1:

Would the City consider an alternate proposal where the vendor provides their own handhelds and software, and an assurance for complete file interface compatibility to the City's current back end billing product?

Answer: The City is pleased with its current meter reading system and associated software; however, alternate systems/software/procedures will be equally reviewed and evaluated by the Evaluation Committee.

Question 2:

What is the quantity of radio, touch read, and manually read meters in the City's meter population?

Answer: Monthly quantities are listed in Addendum Number 1 dated October 21, 2015.

Question 3:

Are the radio fitted meters accessible to the meter readers, and do they have visual read capability?

Answer: Yes

Question 4:

Is the City in the process of installing additional radio reads or AMI meters? If so, is there a schedule of how many meters will be changed out in future months and years?

Answer: The City will be upgrading their meters annually and would anticipate converting about 4,500 direct read to touch read annually.

Question 5:

Given that the City requires the scheduled routes to be read in their entirety during that day, does the City provide the scheduled routes the day before the scheduled read day so that proper assignments can be made by the contractor to the meter readers in advance?

Answer: The monthly read schedule is generally consistent, except for exceptional weather and holidays, so the schedule is generally known a month in advance.

Question 6:

What is the number of backreads and miss-reads for the past twelve months:

Answer: Backreads – 200-300 per week; Miss-Reads – 200-300 per week. The intent of this RFP is to significantly reduce the frequency of both.

Question 7:

Who is the incumbent?

Answer: Bermex, Inc.

Question 8:

What is the incumbent's award amount ?

Answer: The City currently spends \$255,000 per year for meter reading services.

Question 9:

Who is responsible for repairing any meters?

Answer: Currently, there is no meter repair services contract.

Question 10:

Will there be any office space provided?

Answer: No

Question 11:

Does the City require a certain kind of viewing tube and pump?

Answer: No. That will be at the vendor's option.

Due date for the receipt of proposals shall remain at 3:00 p.m. November 16, 2015.

If you have any questions regarding this Addendum, please contact Cindy Norfleet, Senior Buyer, at cnorfleeti@suffolkva.us It is the Offeror's responsibility to ensure they have read all addendums and incorporated them in their proposal.


Cindy Norfleet, CPPB, Senior Buyer