



INVITATION FOR BID

City of Suffolk
IFB #16032-CN
November 10, 2015
Purchasing Division
442 West Washington Street, Room 1086
Suffolk, VA 23434
Phone: (757) 514-7522 Fax: (757) 514-7524
<http://www.suffolkva.us/purchasing>

ADDENDUM NO. 3

Meter Reading Services

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

Question 1:

The RFP indicates approximately 26,000 meters to be read monthly, over 18 work days. That averages approximately 1,450 meters daily. That indicates an average of 240 meters per route based on 6 routes daily. The RFP also indicates routes average between 250-400 meters per route. Can you provide clarification on the average size of the routes?

Answer: The routes vary as to the number of meters in a route. The overall average is 240.

Question 2:

Pricing is requested for manual, touch and radio read. Please provide the total of each read type.

Answer: Manual – 10,070; Touch – 15,701; and Radio - 475

Question 3:

What technology is used for radio read and touch read?

Answer: Both systems use the Sensus reading technology.

Question 4:

Can a meter reading route schedule by day/month/year be provided showing the quantities?

Answer: Yes; however, there are 108 routes, six read on a typical work day.

Question 5:

If a meter is obstructed by mud, debris, or other materials, how are these to be handled?

Answer: If it is reasonable for the reader to obtain the reading by removing minor amounts of mud or debris, they are expected to do so.

Question 6:

Is the current meter reading workforce comprised of City employees or a contractor?

Answer: Contractor

Question 7:

On award, first day of meter reading under the new contract, will the routes be current?

Answer: Yes

Question 8:

The RFP lists 12 holidays, but not limited to 12. What are the other holidays or days that may be non-read days?

Answer: Additional holidays are occasionally granted by the City, usually depending upon when Christmas and New Year's Day fall.

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, CPRB, Senior Buyer