



HOWARD COUNTY, MARYLAND

OFFICE OF PURCHASING

6751 Columbia Gateway Drive, Suite 501, Columbia, MD 21046

ADDENDUM NO. 1
ISSUED FEBRUARY 1, 2017
REQUEST FOR PROPOSALS

RFP NO. 09-2017
LARGE COLD WATER METERS
OPENING: FEBRUARY 15, 2017 AT 11:00 A.M.

<https://www.howardcountymd.gov/Departments/County-Administration/Purchasing>

This addendum is hereby made a part of RFP No. 09-2017. Please note the following information as a result of the pre-proposal conference on January 24, 2017 and submit the proposal accordingly.

Clarifications/Changes

1. Refer to RFP Page 12, Section D 2.9. **Delete** this section in its entirety and **replace** with the following: “The meter shall be supplied with a 25 foot plug and play connection compatible with an Itron 100W ERT.”
2. Refer to RFP Page 12, Section D 2.11. **Delete** this section in its entirety and **replace** with the following: “The Contractor shall have a technical representative who can respond to the Bureau of Utilities within three work days to reprogram the meter register for data logging and test purposes.”
3. Refer to RFP Page 12, Section D 2.13. **Delete** this section in its entirety.
4. Refer to RFP Page 13, Section D 2.18. **Delete** this section in its entirety and **replace** with the following: “The meter is not required to have a strainer.”
5. Refer to RFP Page 13, Section D 2.20. **Delete** this section in its entirety and **replace** with the following: “The meter is not required to have a test port.”
6. Refer to RFP Page 16, Section 15.1. **Revised** to read as follows: “The Contractor shall submit separate invoices for each Purchase Order issued. Invoices shall be sent to the Bureau of Utilities, 8270 Old Montgomery Road, Columbia, Maryland 21045. Invoices in the proper form and approved by the County shall be paid by the County within 30 days of receipt. Invoices with the necessary information may be returned for correction prior to payment.
7. Refer to RFP Page 19, Section 4.1, Samples. Third sentence of paragraph **revised** to read as follows: “Samples only shall be delivered to the Bureau of Utilities, 8270 Old Montgomery Road, Columbia, Maryland 21045 prior to due date and time for opening of bids.”

Questions/Answers

1. **QUESTION:** Refer to RFP Page 13, Section D 2.18. Will strainers be required for use with the Mag meter?
RESPONSE: See Clarification Section above, Item No. 4.

2. **QUESTION:** Refer to RFP Page 19, Section E4, Samples. Will sample meters be required even though the identical meter that we are proposing is already in the Howard County system for each of the specified sizes? Also, would the County prefer the samples to be sent complete including the spool pieces and test ports?
RESPONSE: Sample meters are required even though the identical meter that you are proposing is already in the County system for each of the specified sizes. It is not necessary that the samples be sent complete including the spool pieces and test ports.

3. **QUESTION:** Refer to RFP Page 12, Section D 2.12. The batteries on the meters we are proposing are field replaceable after 10 years so they can be replaced to extend the life of the meter whereas other meters that may be proposed are not field replaceable and/or do not offer a 10 year warranty. Does the County consider this an advantageous feature?
RESPONSE: Yes, however the County is only requiring a ten year warranty on the meter, register, and battery.

4. **QUESTION:** Refer to RFP Page 18, Section E 1.1, Submission Requirements and Section E 2, Proposal Documents. Provide clarification on how the documents should be submitted on the original and 5 copies requested.
RESPONSE: Bidders shall put the original **technical proposal** (clearly marked) and 5 copies of the **technical proposal** (clearly marked) in one envelope. Bidders shall put the original **price proposal** (clearly marked) and 5 copies of the **price proposal** (clearly marked) in one envelope. Technical and price proposals shall be in **separate** sealed envelopes.

5. **QUESTION:** The lay lengths of our meters are different from the lay lengths listed on the technical proposal sheet. Will you need pricing on a spool piece to make up the difference? If required please provide sizing of spool piece for your 3, 4, and 6" meters.
RESPONSE: The County will provide the spool piece.

6. **QUESTION:** On Page 20 of the RFP what "verification of authority is required if the president, or vice president is not the person to sign on behalf of the Contractor. What is an acceptable form?
RESPONSE: Refer to RFP Page 20, Section F, Representative's Name. If the person signing the agreement is not the Contractor's President or Vice President then verification of signatory authority is to be submitted with Technical Response. Acceptable documentation would be Contractor by-laws or Board Of Directors letter granting signature authority.

All other specifications, terms and conditions remain the same.

Please acknowledge addenda by signing below and returning with the proposal. Failure to acknowledge this addendum may be cause for rejection of the proposal.

ADDENDUM RECEIVED BY:

	Signature
Company Name	Title

IBC