



Request for Proposals

RFP Item #25-174

Water Meters

For

Augusta, Georgia – Augusta Utilities Department

RFP Due: Wednesday, June 18, 2025 @ 11:00 a.m.

Until further notice

**All RFP openings, conferences, and evaluation meetings
will be conducted by electronic teleconferencing via ZOOM.**

Instructions are enclosed.

Sec. 1-10-50. Sealed bids selection method:

Bid acceptance and bid evaluation. Provided that the bids are delivered to the Procurement Director at the time, place, and under the conditions contained in the Invitation for Bids, the bids shall be conditionally accepted without alteration or correction pending evaluation.

To Ensure Timely Deliveries, It Is The Responsibility Of The Vendor To Ensure Their Bid Submittal Is Received By The Time Specified Above. All Submittals MUST Be Received During Our Normal Office Hours From 8:30 A.M. To 5:00 P.M., Monday Through Friday. No Deliveries Will Be Accepted Prior To 8:30 A.M. Or After 5:00 P.M., As The Building Is Closed To The Public And Delivery Services Outside Of These Hours.

***One Original, Seven (7) Copies and one (1) Electronic Version
on USB Flash Drive Shall be Submitted***

Thanks for doing business with us . . .
Darrell White, Interim Procurement Director
535 Telfair Street, Room 605
Augusta, Georgia 30901



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Request for Proposals

Request for Proposals will be received at this office until **Wednesday, June 18, 2025 @ 11:00 a.m.** via ZOOM Meeting ID: **829 5735 3775**; Passcode: **25174** furnishing:

RFP Item #25-174 Water Meters for Augusta, GA – Augusta Utilities Department

RFPs will be received by: The Augusta Commission hereinafter referred to as the OWNER at the offices of:

Darrell White, Interim Procurement Director
Augusta Procurement Department
535 Telfair Street - Room 605
Augusta, Georgia 30901

RFP documents may be viewed on the Augusta Georgia web site under the Procurement Department ARcbid. RFP documents may be obtained at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Room 605, Augusta, GA 30901 (706-821-2422).

Pre-Proposal Conference will be held on Monday, June 2, 2025 @ 2:00 p.m. via ZOOM – Meeting ID: 886 8526 9799; Passcode: 25174. Optional site visit, Tuesday, June 3, 2025. Please contact Dean Meyer at (706) 312-4139 or dmeyer@augustaga.gov in advance for site visit.

All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Wednesday, June 4, 2025 @ 5:00 P.M. No RFP will be accepted by fax or email, all must be received by mail or hand delivered. **To ensure timely deliveries, all submittals must be received during our normal office hours from 8:30 a.m. to 5:00 p.m., Monday through Friday. No deliveries will be accepted prior to 8:30 a.m. or after 5:00 p.m., as the building is closed to the public and delivery services outside of these hours.**

No RFP may be withdrawn for a period of **90** days after bids have been opened, pending the execution of contract with the successful bidder(s).

Request for proposals (RFP) and specifications. An RFP shall be issued by the Procurement Office and shall include specifications prepared in accordance with Article 4 (Product Specifications), and all contractual terms and conditions, applicable to the procurement. **All specific requirements contained in the request for proposal including, but not limited to, the number of copies needed, the timing of the submission, the required financial data, and any other requirements designated by the Procurement Department are considered material conditions of the bid which are not waivable or modifiable by the Interim Procurement Director.** All requests to waive or modify any such material condition shall be submitted through the Interim Procurement Director to the appropriate committee of the Augusta, Georgia Commission for approval by the Augusta, Georgia Commission. Please mark RFP number on the outside of the envelope.

GEORGIA E-Verify and Public Contracts: The Georgia E-Verify law requires contractors and all sub-contractors on Georgia public contract (contracts with a government agency) for the physical performance of services over \$2,499 in value to enroll in E-Verify, **regardless of the number of employees.** They may be exempt from this requirement if they have no employees and do not plan to hire employees for the purpose of completing any part of the public contract. Certain professions are also exempt. All requests for proposals issued by a city must include the [contractor affidavit](#) as part of the requirement for their bid to be considered.

Proponents are cautioned that acquisition of RFP documents through any source other than the office of the Procurement Department is not advisable. Acquisition of RFP documents from unauthorized sources places the proponent at the risk of receiving incomplete or inaccurate information upon which to base their qualifications.

Correspondence must be submitted via mail, fax or email as follows:

Augusta Procurement Department
Attn: Darrell White, Interim Procurement Director
535 Telfair Street, Room 605
Augusta, GA 30901
Fax: 706-821-2811 or Email: procbidandcontract@augustaga.gov

DARRELL WHITE, Interim Procurement Director

Publish:

Augusta Chronicle May 8, 15, 22, 29, 2025
Metro Courier May 8, 2025

cc Tameka Allen Administrator
 Wes Byne Augusta Utilities Department
 Dean Meyer Augusta Utilities Department

Revised: 10/02/2024

PROCUREMENT DEPARTMENT

ELECTRONIC ZOOM INFORMATION

The Augusta, Georgia Procurement Department conducts Public RFP Pre-Proposal Conferences and Openings to award quality contracts for Augusta. Proposers may participate in our Public RFP Pre-Proposal Conferences and Openings via webcast or teleconference by following the instructions outlined below:

ELECTRONIC RFP INSTRUCTIONS

Join from a PC, Mac, iPad, iPhone, or Android device

***Pre-Proposal Conference - RFP Item # 25-174 – Water Meters
for Augusta, GA – Utilities Department
Monday, June 2, 2025 @ 2:00 p.m.***

ZOOM RFP Pre-Proposal Conference:

1. Click this URL to start or join Zoom:
<https://augustaga-gov.zoom.us/j/86505778385?pwd=KaRfGX5uqFNtdFZOYBVwaPBI0Lttvi.1>
2. Or go to <https://zoom.us/join> and enter meeting ID: 886 8526 9799;
3. Passcode: 25174

***RFP Opening - RFP Item # 25-174 – Water Meters
for Augusta, GA – Utilities Department
Wednesday, June 18, 2025 @ 11:00 a.m.***

ZOOM RFP Opening:

4. Click this URL to start or join Zoom:
<https://augustaga-gov.zoom.us/j/89856380239?pwd=TNKF0Kv0TAMYQkQ7fQMCzlhk4sZP1A.1>
5. Or go to <https://zoom.us/join> and enter meeting ID: 829 5735 3775
6. Passcode: 25174

INSTRUCTIONS TO SUBMIT

INSTRUCTIONS TO SUBMIT

- 1.1 **Purpose:** The purpose of this document is to provide general and specific information for use by vendors in submitting a proposal to supply Augusta, Georgia with equipment, supplies, and or services as listed above. All proposals are governed by the Augusta, Georgia Code.
- 1.2 **Viewing the Augusta Code:** All proposals are governed and awarded in accordance with the applicable federal and state regulations and the Augusta, Georgia Code. To view the Code visit Augusta's website at www.augustaga.gov or <http://www.augustaga.gov/index.aspx?NID=685> **Guidelines & Procedures.**
- 1.3 **Compliance with laws:** The Proponent shall obtain and maintain all licenses, permits, liability insurance, workman's compensation insurance and comply with any and all other standards or regulations required by federal, state or Augusta, Georgia statute, ordinances and rules during the performance of any contract between the Proponent and Augusta, Georgia. Any such requirement specifically set forth in any contract document between the Proponent and Augusta, Georgia shall be supplementary to this section and not in substitution thereof.
- 1.4 **Proposal's For All Or Part:** Unless otherwise specified by Augusta, Georgia or by the proponent, **AUGUSTA, GEORGIA RESERVES THE RIGHT TO MAKE AWARD ON ALL ITEMS, OR ON ANY OF THE ITEMS ACCORDING TO THE BEST INTEREST OF AUGUSTA, GEORGIA.** Proponent may restrict his proposal to consideration in the aggregate by so stating but must name a unit price on each item submitted upon.
- 1.5 **All protest shall be made in writing to:**
- Attn: Darrell White**
Interim Procurement Director
535 Telfair Street, Room 605
Augusta, GA 30901
Fax: 706-821-2811 or
Email: procbidandcontract@augustaga.gov
- 1.6 **Minority/Women Business Enterprise (MWBE) Policy:** *Court Order Enjoining Race-Based Portion of DBE Program Augusta, Georgia does **not** have a race or gender conscious Disadvantaged Business Enterprises (DBE) program for projects having Augusta, Georgia as the source of funding. Augusta does enforce mandatory DBE requirements of federal and state agencies on contracts funded by such agencies and has a DBE Program to comply with U.S. Department of Transportation (DOT), Federal Transit Administration (FTA), Federal Aviation Administration (FAA) and other federal and state mandated DBE requirements for certain DOT, FTA, FAA, and other federal and state assisted contracts as required by 49 C.F.R. Part 26, et. seq. and/or 49 C.F.R. Part 23, et. seq. This DBE program is only for DOT, FTA and FAA assisted contracts and other federal or state funded contracts having mandatory DBE requirements. (See Article 13 of the Augusta, GA. Code.)*
- Augusta, Georgia prohibits any language in any solicitation, bid or contract that is inconsistent with the July 21, 2011 Court Order in the case, Thompson Wrecking, Inc. v. Augusta Georgia, civil action No. 1:07-CV-019. Any such language appearing in any Augusta, Georgia solicitation, bid or contract is void and unenforceable.*
- A copy of this Order can be reviewed at www.augustaga.gov home page.*
- 1.7 **Augusta, Georgia License Requirement:** For further information contact the License and Inspection Department @ 706 312-5050.
- General Contractors License Number:** If applicable, in accordance with O.C.G.A. §43-41, or be subjected to penalties as may be required by law.
- Utility Contractor License Number:** If applicable, in accordance with O.C.G.A. §43-14, or be subjected to penalties as may be required by law.
- 1.8 **Terms of Contract:** (Check where applicable)
 (A) Annual Contract
 (B) One time Purchase.
 (C) Other



NOTICE TO ALL VENDORS

ADHERE TO THE BELOW INSTRUCTIONS AND DO NOT SUBSTITUTE FORMS

PLEASE READ CAREFULLY:

Software and Integration Testing and Acceptance B is a consolidated document consisting of:

1. Business License Number Requirement (must be provided)
2. Acknowledgement of Addenda (must be acknowledged, if any)
3. Statement of Non-Discrimination
4. Non-Collusion Affidavit of Prime Proponent/Offeror
5. Conflict of Interest
6. Contractor Affidavit and Agreement (E-Verify User ID Number must be provided)

Attachment B Must be Notarized & Two (2) Pages Must be returned with your submittal - No Exceptions.

Business License Requirement: Proponent must be licensed in the Governmental entity for where they do the majority of their business. Your **company's business license number must** be provided on Page 1 of Attachment B. If your Governmental entity (State or Local) does not require a business license, your company will be required to obtain a Richmond County business license if awarded a contract. For further information contact the License and Inspection Department @ 706 312-5050.

Acknowledgement of Addenda: You Must acknowledge all Addenda. See Page 1 of Attachment B.

E-Verify * User Identification Number (Company I.D.) The recommended awarded vendor will be required to provide a copy of Homeland Security's Memorandum Of Understanding (MOU). **Contractors, Bids, RFPs, RFQs - Any** contractors performing the physical performance of services" for your city, including those that respond to bids or requests for proposals, must submit an E-Verify affidavit. Your city cannot consider any contractors, even as part of a bidding or RFP process, unless they have given you the appropriate E-Verify contractor affidavits.

Contractors are defined as those who provide any "physical performance of services," which means any performance of labor or services for a public employer using a bidding process or by contract that costs over \$2,499.99 in value between December 1 and November 30 of any given year. Typically, eligible contracts may include: New construction or the demolition of structures/roads Routine operation, repair, and maintenance of existing structures. Any contracts for labor and service that exceed \$2,499.99. Contracts for the purchase of goods without any services provided are not subject to these E-Verify requirements.

The city, each contractor, and each subcontractor have different roles and responsibilities in the E-Verify process. The city collects E-Verify affidavits from the contractor. The contractor collects E-Verify affidavits from its subcontractors. The subcontractors collect E-Verify affidavits from its sub-subcontractors. Independent contractors (those with no employees) do not need to supply E-Verify information. Instead, they will provide a driver's license or state identification card from states on the "compliant" list created by the Georgia Attorney General. Those contractors and subcontractors that fill out the affidavits are responsible for the accuracy of the information. The city does not need to confirm that the E-Verify information is correct. The liability for incorrect information is on the contractor or subcontractor. NOTE: The authorization date can be found within the Memorandum of Understanding (MOU).

Affidavit Verifying Status for Augusta Benefit Application (S.A.V.E. Program) (Must Be Returned With Your Submittal)

The successful proponent will submit the following forms to the Procurement Department no later than five (5) days after receiving the "Letter of Recommendation" (Vendor's letter will denote the date forms are to be received)

1. Georgia Security and Immigration Subcontractor Affidavit
2. Non-Collusion Affidavit of Sub-Contractor
3. **PLEASE NOTE GEORGIA LAW CHANGE: E-Verify and Public Contracts:** The Georgia E-Verify law requires contractors and all sub-contractors on Georgia public contract (contracts with a government agency) for the physical performance of services over \$2,499 in value to enroll in E-Verify, **regardless of the number of employees. They may be exempt from this requirement if they have no employees and do not plan to hire employees for the purpose of completing any part of the public contract.** Certain professions are also exempt. All requests for proposals issued by a city must include the contractor affidavit as part of the requirement for their bid to be considered.

WARNING: Please review "Notice to Proponent" regarding Augusta Georgia's Local Small Business Opportunity Program Proponent Requirements. Vendors are cautioned that acquisition of proposal documents through any source other than the office of the Procurement Department is not advisable. Acquisition of proposal documents from unauthorized sources places the proposer at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

Proposals are publicly opened. It is your responsibility to ensure that your company has met the Specifications and Licenses requirements prior to submitting a proposal.



Attachment B

You Must Complete and Return the 2 pages of Attachment B with Your Submittal. Document Must Be Notarized.

Augusta, Georgia Augusta Procurement Department

ATTN: Procurement Director

535 Telfair Street, Suite 605

Augusta, Georgia 30901

Name of Proponent: _____

Street Address: _____

City, State, Zip Code: _____

Phone: _____ Fax: _____ Email: _____

Do You Have A Business License? Yes: _____ No: _____

Augusta, GA Business License # for your Company (Must Provide): _____

And/or Your State/Local Business License # for your Company (Must Provide): _____

Utility Contractors License # (Must Provide if applicable): _____ MUST BE LISTED ON FRONT OF ENVELOPE

General Contractor License # (Must Provide if applicable): _____

Additional Specialty License # (Must Provide if applicable): _____

NOTE: Company must be licensed in the Governmental entity for where they do the majority of their business. If your Governmental entity (State or Local) does not require a business license, please state above (Procurement will verify), your company will be required to obtain a Richmond County business license if awarded a BID. For further information regarding Augusta, GA license requirements, please contact the License and Inspection Department @ 706 312-5050.

List the State, City & County that issued your license: _____

Acknowledgement of Addenda: (#1) _____: (#2) _____: (#3) _____: (#4) _____: (#5) _____: (#6) _____: (#7) _____: (#8) _____:

NOTE: CHECK APPROPRIATE BOX (ES) - ADD ADDITIONAL NUMBERS AS APPLICABLE

Statement of Non-Discrimination

The undersigned understands that it is the policy of Augusta, Georgia to promote full and equal business opportunity for all persons doing business with Augusta, Georgia. The undersigned covenants that we have not discriminated, on the basis of race, religion, gender, national origin or ethnicity, with regard to prime contracting, subcontracting or partnering opportunities.

The undersigned covenants and agrees to make good faith efforts to ensure maximum practicable participation of local small businesses on the proposal or contract awarded by Augusta, Georgia. The undersigned further covenants that we have completed truthfully and fully the required forms regarding good faith efforts and local small business subcontractor/supplier utilization.

The undersigned further covenants and agrees not to engage in discriminatory conduct of any type against local small businesses, in conformity with Augusta, Georgia's Local Small Business Opportunity Program. Set forth below is the signature of an officer of the proposer/contracting entity with the authority to bind the entity.

The undersigned acknowledge and warrant that this Company has been made aware of understands and agrees to take affirmative action to provide such companies with the maximum practicable opportunities to do business with this Company;

That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;

That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this Company may hereafter obtain and;

That the failure of this Company to satisfactorily discharge any of the promises of nondiscrimination as made and set forth herein shall constitute a material breach of contract entitling Augusta, Georgia to declare the contract in default and to exercise any and all applicable rights remedies including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and or forfeiture of compensation due and owing on a contract.

Non-Collusion of Prime Proponent

By submission of a proposal, the vendor certifies, under penalty of perjury, that to the best of its knowledge and belief:

(a) The prices in the proposal have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other vendor or with any competitor.

(b) Unless otherwise required by law, the prices which have been quoted in the proposal have not been knowingly disclosed by the vendor prior to opening, directly or indirectly, to any other vendor or to any competitor.

(c) No attempt has been made, or will be made, by the vendor to induce any other person, partnership, or corporation to submit or not to submit a proposal for the purpose of restricting competition. Collusions and fraud in proposal preparation shall be reported to the State of Georgia Attorney General and the United States Justice Department.

You Must Complete and Return the 2 pages of Attachment B with Your Submittal. Document Must Be Notarized.

Conflict of Interest

By submission of a bid, the responding firm certifies, under penalty of perjury, that to the best of its knowledge and belief:

- 1. No circumstances exist which cause a Conflict of Interest in performing the services required by this BID, and
- 2. That no employee of the County, nor any member thereof, nor any public agency or official affected by this BID, has any pecuniary interest in the business of the responding firm or his sub-consultant(s) has any interest that would conflict in any manner or degree with the performance related to this BID. By submission of a bid, the vendor certifies under penalty of perjury, that to the best of its knowledge and belief:
 - (a) The prices in the bid have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other vendor or with any competitor.
 - (b) Unless otherwise required by law, the prices which have been quoted in the bid have not knowingly been disclosed by the vendor prior to opening, directly or indirectly, to any other vendor or competitor.
 - (c) No attempt has been made, or will be made, by the vendor to induce any other person, partnership, or cooperation to submit or not to submit a bid for the purpose of restricting competition. For any breach or violation of this provision, the County shall have the right to terminate any related contract or agreement without liability and at its discretion to deduct from the price, or otherwise recover, the full amount of such fee, commission, percentage, gift, payment, or consideration.

Contractor Affidavit and Agreement: Contractor Affidavit under O.C.G.A. § 13-10-91(b) (I)

GEORGIA E-Verify and Public Contracts: The Georgia E-Verify law requires contractors and all sub-contractors on Georgia public contract (contracts with a government agency) for the physical performance of services **over \$2,499 in value to enroll in E-Verify, regardless of the number of employees.** They may be exempt from this requirement if they have no employees and do not plan to hire employees for the purpose of completing any part of the public contract. Certain professions are also exempt. All requests for proposals issued by a city must include the **contractor affidavit** as part of the requirement for their bid to be considered.

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use, and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10- 91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

Georgia Law requires your company to have an E-Verify*User Identification Number (Company I.D.) on or after July 1, 2009.

For additional information or to enroll your company, visit the **State of Georgia** website:
<https://e-verify.uscis.gov/enroll/> and/or http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf

Federal Work Authorization User Identification Number: E-VERIFY REQUIRED FOR ALL CONTRACTS OVER \$2,499.00 **Date of Authorization**

**** (E-Verify Number)** _____

Name of Contractor **Name of Project / Bid Number**

AUGUSTA, GEORGIA – RICHMOND COUNTY CONSOLIDATED GOVERNMENT

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 20_____ in _____ (City), _____ (State).

Signature of Authorized Officer or Agent **Printed Name and Title of Authorized Officer or Agent**

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____, 20_____

Notary Public **My Commission Expires:** **NOTARY SEAL**

The undersigned further agrees to submit a notarized copy of Attachment B and any required documentation noted as part of the Augusta, Georgia Board of Commissions specifications which govern this process. In addition, the undersigned agrees to submit all required forms for any subcontractor(s) as requested and or required. **I further understand that my submittal will be deemed non-compliant if any part of this process is violated.**

You Must Complete and Return the 2 pages of Attachment B with Your Submittal. Document Must Be Notarized.



You Must Complete and Return with Your Submittal. Document Must Be Notarized

Systematic Alien Verification for Entitlements (SAVE) Program

Affidavit Verifying Status for Augusta, Georgia Benefit Application By executing this affidavit under oath, as an applicant for an Augusta, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract, or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for an Augusta, Georgia contract for

[RFP Project Number and Project Name]

[Print/Type: Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

[Print/Type: Name of business, corporation, partnership, or other private entity]

1.) _____ I am a citizen of the United States.

OR

2.) _____ I am a legal permanent resident 18 years of age or older.

OR

3.) _____ I am an otherwise qualified alien (8 § USC 1641) or nonimmigrant under the Federal Immigration and Nationality Act (8 USC 1101 *et seq.*) 18 years of age or older and lawfully present in the United States. *

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant

Printed Name

* Alien Registration Number for Non-Citizens

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____, 20____

Notary Public

My Commission Expires: _____

NOTARY SEAL

Note: THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL

REV. 2/17/2016



**TRADE SECRET STATUS AFFIDAVIT
Augusta, Georgia**

All documents, data, letters and generated information received by Augusta, Georgia constitutes a "public record" and is subject to disclosure under the Georgia Open Records Act ("GORA"). O.C.G.A. § 50-18-70 *et seq.* However, pursuant to O.C.G.A. § 50-18-72(a)(34), "[an] entity submitting records containing trade secrets that wishes to keep such records confidential under this paragraph shall submit and attach to the records an affidavit affirmatively declaring that specific information in the records constitute trade secrets pursuant to Article 27 of Chapter 1 of Title 10 [O.C.G.A. § 10-1-760 et seq.]."

O.C.G.A. § 10-1-761(4) defines "Trade secret" as "...information, without regard to form, including, but not limited to, technical or nontechnical data, a formula, a pattern, a compilation, a program, a device, a method, a technique, a drawing, a process, financial data, financial plans, product plans, or a list of actual or potential customers or suppliers which is not commonly known by or available to the public and which information:

- A. Derives economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use; and
- B. Is the subject of efforts that are reasonable under the circumstances to maintain its secrecy."

Therefore, the records listed below and attached hereto, that were submitted with _____ response to Augusta, Georgia Request for Proposal, Request for Quote, or Request for Qualified Contractor _____ are marked confidential pursuant to O.C.G.A. § 10-1-761(4):

- (List specific information that the supplier wishes to withhold and how that information constitutes a trade secret)
- Additional trade secret information requested to be withheld.
- **Your company is requested to submit a redacted copy of your submittal.**

Under penalty of perjury, acknowledging that O.C.G.A. §16-10-71 provides a penalty of a fine of up to \$1,000 and potential imprisonment of one to five years, I attest that the specific information in the records listed above constitutes trade secrets pursuant to O.C.G.A. § 10-1-761(4), and request that Augusta, Georgia not disclose this protected information under the Georgia Open Records Act ("GORA").

Signature:

[Signatory Name in Print]

[Signatory's Title] [Company Name]

[Signatory's Title]

Date: _____

**SUBSCRIBED AND SWORN BEFORE
ME ON THIS _____ DAY OF
_____, 202_.**

My Commission Expires: _____

NOTARY PUBLIC

Return form only if applicable. If form is not returned with your submittal, it will be deemed there are no trade secrets in your package submittal.

Minority and Women Owned Business Enterprise Program Ordinance Requirements

Notice To All Bidders (PLEASE READ CAREFULLY)

Shall apply to ALL Bids regardless of the dollar amount

In accordance with the Commission Action on 7/25/24 and the adoption of Ordinance No. 7945 Chapter 10C of the AUGUSTA, GA, CODE, Contractors agree to collect and maintain all records necessary to Augusta, Georgia to evaluate the effectiveness of its Minority and Women Owned Business Enterprise Program and to make such records available to Augusta, Georgia upon request. The requirements of the Minority and Women Owned Business Enterprise Program can be found at www.augustaga.gov. In accordance with AUGUSTA, GA. CODE, Contractors shall report to Augusta, Georgia the total dollars paid to each subcontractor, vendor, or other business on each contract, and shall provide such payment affidavits, regarding payment to subcontractors, if any as required by Augusta, Georgia. Such utilization reports shall be in the format specified by the Director of Compliance and shall be submitted at such times as required by Augusta, Georgia. Required forms can be found at www.augustaga.gov. If you need assistance completing a form or filing information, please contact the M/WBE Program office at (706) 821-2406. Failure to provide such reports within the time period specified by Augusta, Georgia shall entitle Augusta, Georgia to exercise any of the remedies set forth, including, but not limited to, withholding payment from the Contractor and/or collecting liquidated damages.

SHALL APPLY TO PROJECTS IN EXCESS OF \$300,000

Minority and Women Owned Business Enterprise Program (Continued)

Sec. 1-10-138. Race and Gender-Conscious Efforts

Contract-by-Contract Subcontractor Goals The City, through the Goal Setting Committee (GSC), will set specific, separate percentage-based MBE and WBE subcontracting goals on a contract-by contract basis for Prime contracts in Construction, Architecture & Engineering, Professional Services, and Other Services valued in excess of \$300,000. The City shall establish such goals based upon the type of contract, the type of subcontracting work that will be required, and the availability of M/WBE firms to perform the work for that specific contract.

The GSC shall not establish subcontracting goals on contracts where (a) there are no subcontracting opportunities identified for the contract; or (b) there are not at least three (3) MBE and/or WBE firms that are available and capable to perform a CUF for the overall subcontracting opportunities on the contract.

Good Faith Efforts (GFE) Requirements and Guidance

1. Achievement of subcontracting goals or documentation of Good Faith Efforts applies to every Contract for which such goals are established. **The Bidder shall submit a compliance**

plan detailing its achievement of the goals or its Good Faith Efforts to meet the goals. The compliance plan shall be due at the time set out in the solicitation documents.

2. When a Bidder cannot achieve the goals, its compliance plan shall document its GFE to achieve the goals. The Director of Compliance will determine whether the Bidder has made such GFE.

Bid Documents

All bid documents shall require bidders or proponents to submit with their bid the following written documents, statements, or forms, which shall be made available by the Procurement Department.

- Proposed Letter of Intent MBE/WBE.
- Proposed MBE/WBE Utilization Plan.
- Documentation of Good Faith Efforts Form (*in the event the bidder will not meet the MBE and WBE goals*).

Failure to submit the above documentation shall result in the bid being declared non-responsive.

Sec. 1-10-154. Exceptions

In accordance with § 1-10-8, on federally funded projects or contracts, the M/WBE Program shall only be utilized when authorized by the applicable federal (and/or Georgia) laws, regulations, and conditions relating to that project or contract. To the extent that there are any conflicts between any such laws, regulations, or conditions and the provisions of the M/WBE Program, the federal (and/or Georgia) guidance shall control.

NOTE: All forms should be submitted in a separate, sealed envelope, labeled M/WBE Forms, Company's Name & Bud number

For questions and or additional information, please contact:

Minority-Owned and Women-Owned
Business Enterprise Program
535 Telfair Street, Suite 530
Augusta, Georgia 30901
(706) 821-2406

mwbe@augustaga.gov

Website: <https://www.augustaga.gov/83/Disadvantaged-Business-Enterprise>

REV. 9/6/24

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1. Purpose of the Request for Proposals

1.1 Introduction

Augusta, Georgia (Augusta) intends to purchase replacement water meters for all of the more than 70,000 meters in our distribution system as part of our implementation of AMI. An AMI Vendor has been previously identified as the supplier for this AMI network through a competitive bid process. The Augusta Utilities Directorate (AUD) has determined that AMI is the most practical technology for Augusta and expects to achieve a number of benefits, including:

- Increase meter reader safety
- Reduce costs associated with reading water meter
- Minimize errors in reading meters and customer billing

It is not the intent of this request to solicit proposals to purchase or replace AMI components or network equipment or for installation services, but to solicit proposals for long-term contracts to purchase water meters compatible with our AMI network and distribution system. To that end these specifications require qualified water meters and qualified encoder registers. Detailed specifications for meters and registers are found in the appropriate sections below.

All interested and qualified firms are invited to submit a formal proposal to accomplish the Scope of Work described herein, in conformance with the prescribed format. The proposal is to be signed by a principal of the firm authorized to make decisions on behalf of the firm.

While every effort has been made to ensure the accuracy and completeness of information in the RFP, we recognize that the information may not be complete in every detail and that all work may not be expressly mentioned in these specifications. It is the responsibility of the proposing entity to include in their proposal all pertinent information in accordance with the objectives of Augusta and to clearly identify exceptions taken to the requested information.

As represented in this proposal, **there are five (5) separate categories.**

- 1. 5/8 x 3/4 to 2 Inch PD Meters**
- 2. 5/8 x 3/4 to 8 Inch Type 1 Solid State Meters**
- 3. 2 to 12 Inch Type 2 Solid State Meters**
- 4. 3 Inch Aluminum Fire Hydrant Meters**
- 5. 5/8 x 3/4 to 1.5 Inch Remote Shut Off Capable Meters**

Proposers are not required to submit on all categories. Proposer you may choose to respond to any or all categories, however proposers must include all items within a category to be considered for that category. Each category will have an individual evaluation scoring. If a proposer does not have the exact requested item or they do not manufacture the exact requested item, they may state so and offer a substitute. In this case the items the proposer does offer will be considered. Failure to offer a substitute will be considered a non-compliant proposal. **Augusta's intent is to identify a single proposer for each category to supply meters for that category.**

Augusta reserves the right to reject any or all proposals. Any objections to the specifications set forth in this RFP should be filed in writing prior to the opening of proposals. Please mark the proposal number and item on the outside of your sealed envelope(s).

1.2 Background

AUD provides drinking water to the residents of Augusta, Georgia. Approximately 70% of the current meters are made by Badger. Approximately 10,000 meters have been replaced within the last five years. While AUD currently uses a combination of manual and drive-by reading for billing, we are in the process of implementing an AMI solution.

AUD uses Systems & Software's enQuesta (version 6) for the billing system.

AUD uses Cityworks AMS (server version 15.8.9 and mobile version 11, as of May 2025) for work order management, integrated with the Augusta GIS as the master catalog of assets. AUD is in the process of upgrading to ArcPro for GIS

1.3 Scope of Services

This request for proposals is part of a larger project currently underway to transition the Augusta Water Utility from Manual and AMR reading to AMI. AUD plans for this project to take approximately 5 years and encompass all of the more than 70,000 meters in service. This RFP does not include any network services or installation services, it is solely for the procurement of water meters and associated parts over the expected life of the project.

Pricing requirements stated in the RFP are based on this timeframe and the desire for AUD to avoid disruption during the project. Proposers should be aware of and plan for the project duration in their proposals. The quantities given are based on approximate requirements. It is possible a larger or smaller quantity of some items may be ordered.

Prices must remain effective for a minimum of three (3) years from the date of award with the options to extend for two (2) additional one (1) year terms totaling five (5) years. Vendor is to supply an escalation percentage for the two (2) one (1)-year extension options. Any percentage increase for each of the two one-year options shall be included in the fee proposal.

Successful proposer must have a current and valid business license.

1.4 Basic Meter Requirements

1. 5/8 x 3/4 to 1.5 Inch PD Meters

Product and pricing shall include a qualified water meter and absolute encoder register. AUD provides strainers for all meters as appropriate and in compliance with our engineering design documents, proposers do not need to include strainers in pricing for meters.

2. 5/8 x 3/4 to 8 Inch Type 1 Solid State Meters

Product and pricing shall include a qualified water meter and absolute encoder register. AUD provides strainers for all meters as appropriate and in compliance with our engineering design documents, proposers do not need to include strainers in pricing for meters. AUD will only accept ultrasonic meters for all meters in this category.

3. 2 to 12 Inch Type 2 Solid State Meters

Product and pricing shall include a qualified water meter and absolute encoder register. AUD provides strainers for all meters as appropriate and in compliance with our engineering design documents, proposers do not need to include strainers in pricing for meters. AUD strongly prefers ultrasonic meters for all meters in this category but is willing to accept electromagnetic meters or other solid state meter technologies for sizes above 8 inches.

4. 3 Inch Aluminum Fire Hydrant Meters

Product and pricing shall include a qualified water meter and an absolute encoder register. AUD will accept either PD or Solid State meters in this category. AUD provides strainers for all installations, so proposers do not need to include strainers in this category. The meter shall be capable of providing readings via Augusta's AMI network.

5. 5/8 x 3/4 to 1.5 Inch Remote Operation Meters

Product and pricing shall include a qualified water meter and absolute encoder register. AUD may purchase a limited number of Solid State meters capable of remote turn on/off operation. Meters must comply with all specifications for Solid State meters as appropriate.

All meters, registers, pipes, pipe fittings, connectors, and other meter related components shall comply with "Use of Lead Free Pipes, Fittings, Fixtures, Solder, and Flux for Drinking Water", Subpart B §§143.10 - 143.20, 42 U.S.C. 300g-6 and 200j-21.

Enclosed in this package are the AUD water meter specifications. Any and all exceptions to these specifications must be made in writing and included in your sealed proposal.

1.5 Proposal Pricing Requirements

The following costs shall be included in all proposals for each specification:

- Cost of delivery of fully assembled and ready to use water meters to AUD at 1840 Wylds Road, Augusta GA 30906
- All costs involved in normal pre-delivery servicing and inspection

Prices must remain effective for a minimum of three (3) years from the date of award with the options to extend for two (2) additional one (1) year terms totaling five (5) years. Vendor is to supply an escalation percentage for the two (2) one (1)-year extension options. Any percentage increase for each of the two one-year options shall be included in the fee proposal.

The quantities noted in the RFP are based on current approximate requirements. The orders will be placed on an as needed basis, AUD does not intend to provide large scale warehousing of materials associated with this RFP so the proposer must be capable of providing meters on a regularly scheduled basis to Augusta aligned with our overall project goals.

Augusta will engage in contract negotiations in each of the four categories with the proposer whose proposal is determined to be most advantageous to Augusta. Price is only one of multiple factors that will be considered by Augusta in making determinations.

Proposal pricing will be completed for each category the proposer wishes to submit a proposal for using the worksheet described in Appendix D. No pricing information shall be discussed or provided in any other section of the RFP response; failure to comply with this requirement shall result in the proposal being deemed non-responsive.

Price- One (1) unbound original Cost Proposal and one (1) electronic copy of cost proposal on USB flash drive are to be submitted in a separately sealed envelope with the following information on the outside of it: Fee Proposal for RFP 25-174 Water Meters. Electronic versions of the pricing must be submitted in Excel format. Electronic versions of the pricing must be submitted in Excel format.

2. Instructions to Proposers

2.1 Obligations of Proposers

AUD assumes no responsibility for any costs incurred by any Proposer in responding to this RFP. Your good faith response assumes the requested information is solicited without the creation of any obligation between parties, explicit or implied. Augusta will conduct a thorough investigation and evaluation of all responses.

2.2 Pre-Proposal Conference

A virtual pre-proposal conference call will be held on **June 2nd, 2025 at 2:00 PM Eastern time via Zoom. Meeting ID: 886 8526 9799; Passcode: 25174.** Representatives from AUD and Augusta Procurement will be available for discussion and questions during the conference. The purpose of the conference is to provide assistance in the interpretation of the RFP and answer other technical or contractual matters.

Proposers are required to submit an email notification of their intention to attend the conference including the names of those planning to attend. Notification shall be sent at least one week prior to the conference to the office of the Director of Procurement at procbidandcontract@augustaga.gov.

Nothing stated or discussed during the course of this conference shall be construed to modify, alter, or change the requirements of the RFP unless it shall be subsequently incorporated into an addendum to the RFP. All questions asked during the conference deemed pertinent by Augusta shall be addressed in an addendum following the conference.

2.3 Tentative Proposal Selection Schedule

<u>Activity</u>	<u>Date</u>
RFP Issued	05/08/2025
Pre-Proposal Conference	06/02/2025
Deadline for Questions to Augusta	06/04/2025
Proposals Due	06/18/2025
Preferred Proposals Selected	6/26/2025
Vote of Acceptance from Augusta Commission	8/5/2025
Award and Notice to Proceed	8/8/2025

2.4 Preparation and Submission of Proposals

Proposals with pricing information must be submitted in the prescribed format. Failure to comply with directions in this RFP or omission of requested information could result in disqualification of a proposal. Proposals are to be submitted in a sealed envelope, clearly marked in the lower left-hand corner:

“Proposal – RFP 25-174 Water Meters”

The following exhibits (Thumb Drive), together with this document, will serve as a basis for your proposal:

The following exhibits are included on the Thumb Drive provided with the specifications:

RFP 25-174 Water Meters Specifications

Appendix B - Current Augusta Meter Distribution

Appendix C - Service Location

Appendix D - Cost Proposal

Proposals and pricing to be submitted to:

**The Augusta Procurement Department
Attn: Darrell White
535 Telfair St., Suite 605
Augusta, GA 30901**

One (1) un-bound original and seven (7) copies and one (1) electronic copy on USB flash drives are to be submitted and must be received at the Procurement Department office no later than Wednesday, June 18, 2025 @ 11:00 a.m. Submit in a separately sealed envelope one (1) unbound original Cost Proposal and one (1) electronic copy on USB flash drive. Failure to conform to this requirement may be grounds for disqualification. Absolutely no Proposals and Pricing Information will be accepted after **Wednesday, June 18, 2025 @ 11:00 a.m.** nor by fax or e-mailed proposals and pricing Information are not acceptable. Proposals and pricing information received after the deadline will be returned to the sender unopened.

Names of submitting firms will then be read aloud at approximately **11:00 a.m. on Wednesday, June 18, 2025.** All interested parties and the general public are invited to attend the virtual opening via Zoom, **Meeting ID: 829 5735 3775; Passcode: 25174.**

Every request for such interpretation should be in writing fax to 706-821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department, Darrell White, Interim Procurement Director, 535 Telfair Street, Suite 605, Augusta, Georgia, 30901 and to be given consideration must be received by Wednesday, June 4, 2025 @ 5:00 P.M. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the specifications which, if issued, will be sent to the Augusta, GA Interim Procurement Director. The Interim Procurement Director shall send by certified mail with return receipt requested to all prospective bidders (at the respective addresses furnished for such purposes), not later than five (5) working days prior to the date fixed for the opening of bids. Failure of any bidder to receive any such addendum or interpretation shall not relieve such bidder from any obligation under his bid as submitted. All addenda so issued shall become part of the Contract Documents. Addenda will be posted on ARCBid the Procurement Department official webpage on the Augusta, Georgia web site: www.augustaga.gov.

No organization is to discuss any aspect of this RFP with any Augusta employee without approval of the Procurement Department. This is to ensure that all prospective respondents have the same level of knowledge relative to the required services as well as ensuring the additional data is made available to all proposers.

Proposals received will become the property of Augusta and shall be used as they see fit. All information contained in the Proposals will remain confidential until after a contract is signed. Augusta reserves the right to cancel the RFP, to reject any and all responses received, and to waive any technicalities or other minor informalities if it determines, at its sole discretion, that such cancellation or rejection is in the best interests of Augusta.

2.5 Addenda, Questions, and Interpretations

Augusta reserves the right to cancel the RFP or to eliminate parts thereof if it determines, at its sole discretion, that such cancellation or elimination is in the best interest of Augusta.

Augusta reserves the right to amend this RFP by addenda prior to the date set for receipt of the submission of proposals. Addenda or amendments will be posted on Augusta's website. Parties that registered to attend the pre-proposal conference shall be notified of addenda by email; however, it shall be the Proposer's responsibility to ascertain if addenda have been issued. All such addenda shall become part of the RFP and all Proposers shall

be bound by such addenda. Addenda, including postponement of the date for receipt of proposals, may be issued up to five (5) days prior to the date the proposals are due.

Proposing firms shall promptly notify Augusta of any omission, ambiguity, inconsistency or error that they may discover upon examination of the RFP.

Augusta will not be bound by any information, explanation, clarification, or any interpretation, oral or written, by whosoever made, that is not incorporated into an addendum to the RFP. No response will be made to inquiries received after the RFP questions deadline.

2.6 Protest Procedures

Right to Protest: Any actual firm who is aggrieved in connection with the solicitation or award of a contract may protest to the Procurement Director. The protest shall be submitted in writing within 5 days after such aggrieved person knows or should have known of the facts giving rise thereto. The protest must be accompanied by a detailed statement indicating the reasons for such protest.

The Procurement Director shall have authority to settle and resolve a protest of an aggrieved offeror concerning the solicitation or award of a contract. If the protest is not resolved by mutual agreement, the Procurement Director shall issue a decision in writing within **10 days**. The decision shall state the reasons for the action taken. This decision shall be final and conclusive, unless the firm appeals administratively within **5 days** after receipt of decision to the Augusta Georgia Board of Commissioners. Any protest taken to the Board or court shall be subject to the protestant paying all administrative costs, attorney fees, and court costs should it be determined that the protest is without standing.

2.7 Modification and Withdrawal of Proposals

Proposals may be withdrawn after they have been submitted, but only before the deadline established for receipt of Proposals. Withdrawn proposals may be resubmitted but only in the manner in which the proposal was originally submitted. Withdrawals must be signed by the Proposer(s) and must be received by Augusta no later than the deadline.

2.8 Rejection of Proposals

Augusta reserves the right to reject any and all responses to the RFP with reasonable explanation, and/or to waive any informalities in evaluating the RFP responses if it deems this to be in the best interest of Augusta, its customers, and the general public. Augusta reserves the right to qualify Proposers as it deems it to be in its best interest.

Augusta will not award a contract to a Proposer who fails to furnish evidence satisfactory to Augusta that it has the ability, equipment, and experience to furnish the kind and quality of materials and services required, that it has furnished materials and services of similar character and magnitude, and that it has sufficient capital and plant to enable it to prosecute this project successfully within the time limit given for this contract. Intending vendors who cannot fully satisfy these requirements are requested not to submit a proposal. Failure to qualify in this respect may be considered sufficient cause to reject any proposal whatsoever.

Additionally, Augusta reserves the right to disqualify Proposers, before and after the opening of proposals, upon evidence of collusion with intent to defraud or other illegal practices upon the part of any Proposer(s).

2.9 Proposal Contents

Proposals must be organized and provided in a clear and concise format. The information shall be provided in the order listed and font size shall not be smaller than 11 pt. font. Sections shall be divided by tabs for ease of

reference or bookmarked in PDF, and pages shall be consecutively numbered. Each proposal shall be submitted in a sealed envelope and prominently marked as follows:

RFP No.:

Opening Date:

Company Name:

The Proposal shall include the following:

- **Title Page** – List the RFP title, the name of the Proposer, managing office address, telephone number, name and email address of primary contact, and date.
- **Procurement Documents** - All documents required under the Augusta Procurement regulations and procedures, properly executed, and notarized as required. The notary seal shall be visible on the original AND all copies.
- **Table of Contents** – Include a clear identification of the material included in the proposal by page number.
- **Letter of Interest** – Two (2) pages maximum indicating the Proposer understands the scope of work requested, commits to provide the required services over the time period requested, and providing the name(s) and contact information of the authorized representative(s) for the Proposer’s organization.
- **Textual response**, including annotations as needed, for all categories the Proposer is submitting bids for.
- **Summary of exceptions to requirements.** List all exceptions. Language such as “Proposer would like to discuss” may be considered an exception by Augusta.
- **Details of exceptions.** Language such as “Proposer would like to discuss” may be considered an exception by Augusta. Proposer shall briefly state the reason for the exception and provide alternative language in the case of an exception.
- **References.**
- **Financial Stability:** Provide financial information that would allow evaluators to ascertain the financial stability of the Proposer.
 - a. If a public company, a copy of a certified financial statement for each of the last 3 years prepared by an independent certified public accounting firm or Federal Tax Return for previous years..
 - b. If a private company, provide a copy the last 3 years internal financial statement; and a letter, on the financial institution’s letterhead, stating financial stability.
 - c. A statement regarding the firm’s financial stability, including information as to any current or prior bankruptcy proceedings.
 - d. A Dun & Bradstreet (D&B) Supplier Evaluation Report (SER), or similar type report. All costs associated with this report shall be borne by the Proposer.
 - e. Is there, or within the last three (3) years has there been, any litigation or governmental or regulatory action pending or threatened against your organization that might have a bearing on your ability to provide services to Augusta? If so, identify and describe each such lawsuit or proceeding.
 - f. Identify any and all lawsuits filed during the past five (5) years in which a business or government customer of your organization has claimed that your organization failed to properly provide any aspect of the type of services included in this bid.

If the Proposer is an incorporated subsidiary or joint venture, Proposer shall include relevant financial information of its parent companies.

NOTE: Financial Will NOT be disclosed in any part of the RFP. Failure to include the above listed financial stability requirements will affect your scoring on the evaluation sheet.

- **Cost proposal- One (1) unbound original Cost Proposal and one (1) electronic copy of cost proposal on USB flash drive are to be submitted in a separately sealed envelope with the following information on the outside of it: Fee Proposal for RFP 25-174 Water Meters. Electronic versions of the pricing must be submitted in Excel format. Electronic versions of the pricing must be submitted in Excel format.**

2.10 Trade Secrets

Pursuant to Georgia law, any trade secrets that are required by law, regulation, bid, or request for proposal to be submitted to Augusta are exempt from disclosure under the Open Records Act. However, this exemption applies only in specific circumstances. If records containing trade secrets are submitted to Augusta, and the submitting company wants to protect the trade secrets contained in those records from disclosure, an affidavit must be attached to the records stating that specific information in the records is a trade secret.

Please note, a company cannot merely mark otherwise open records with “confidential” or “proprietary” in order to protect such records from disclosure. The affidavit must be submitted with the records when they are first provided to Augusta, and the affidavit should affirmatively declare that specific information in the records constitute trade secrets pursuant to Georgia Code, Title 10, Chapter 1, Article 27, §§10-1-760 – 10-1-767.

The submitted affidavit should clearly identify the information and/or records that constitute trade secrets and must provide the specific location of such trade secrets in the records submitted (i.e. page(s), section(s), etc.). If Augusta does not receive an affidavit identifying specific information as trade secrets, the trade secret exemption will not apply. Upon receiving a request for such records under the Open Records Act, Augusta will respond in accordance with The Georgia Open Records Act, §50-18-70, and other applicable law. **See Trade Secret Affidavit on page 10**

2.11 Indemnity

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner from and against liability, claims, damages, losses and expenses, including attorneys’ fees, arising out of or resulting from performance of the work, provided that such liability, claims, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable.

In claims against any person or entity indemnified under this Paragraph by an employee of the Contractor, a Subcontractor, any one directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under this Paragraph shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workers’ compensation acts, disability benefit acts or other employee benefit acts.

2.12 E-Verify

It is the policy of Augusta that unauthorized aliens shall not be employed to perform work on contracts involving the physical performance of services. Therefore, Proposer shall not enter into a contract for the performance of services within the State of Georgia unless they provide an affidavit stating they comply with E-Verify.

2.13 Responsibility of Proposer

Responses to a Request for Proposals must be signed by an authorized official to bind the proposer, and it shall contain a statement to the effect that the Request for Proposals is firm for a period of at least 60 days from the closing date of submission.

2.14 Ownership of Material

Ownership of all data, material, and documentation originated and prepared for Augusta pursuant to this contract shall belong exclusively to Augusta.

2.15 Prohibition of Gratuities

Firms shall not offer any gratuities, favors, or anything of monetary value to any official, employee, or agent of the Augusta Board of Commissioners for the purpose of influencing consideration of this proposal.

2.16 Cost of Proposal

Augusta shall assume no liability for costs incurred by proposers to prepare and/or submit a proposal. The entire cost of preparation, submission, and any work in connection therewith shall be borne by the proposer(s).

2.17 Open Records

In accordance with The Georgia Open Records Act, §50-18-72, the contents of proposals shall not be made public until such time as the final award of a contract is made.

2.18 Assignment of Contractual Rights

It is agreed that the successful proposer shall not assign, transfer, convey, or otherwise dispose of a contract that results from this RFP or their right, title, or interest in or to the same, or any part thereof, without written consent by Augusta.

2.19 Contract Award

Following review of the proposals, a Selection Committee will rank the respondents in accordance with the weighted evaluation criteria. Failure of a Proposer to provide any portion of the requested information may result in declaration that the Proposer was non-responsive. Augusta reserves the right to reject any and all proposals.

2.20 Independent Contractors

The proposer represents to Augusta that they are fully experienced and qualified to perform the functions described herein, and that they are properly equipped, organized, and financed to do the same. The proposer shall finance their own operations, shall operate as an independent contractor and not as the agent of Augusta. Nothing contained in this RFP or a contract resulting from the same shall be construed to constitute the proposer or any of their employees, agents, or subcontractors as a partner, employee, servant, or agent of Augusta, nor shall either party have any authority to bind the other in any respect. It is intended that each shall remain an independent contractor.

2.21 Augusta Confidential Information

While performing services for Augusta selected proposer(s) shall not disclose any confidential business information which may become known while performing business services. Personnel shall be instructed that shall not remove any Augusta documents or other materials, and that they shall not disclose any confidential information to anyone outside of Augusta personnel unless permission is provided in writing.

2.22 Compliance with Laws

The Proposer shall obtain and maintain all licenses, permits, liability insurance, workman's compensation insurance and comply with any and all other standards or regulations required by Federal, State or County statute, ordinances and rules during the performance of any contract between the Proposer and Augusta.

2.23 Debarred Firms and Pending Litigation

Any potential proposer/firm listed on the Federal or State of Georgia Excluded Parties Listing (Barred from doing business) will not be considered for contract award. Proposers must notify Augusta immediately if they become disbarred at any time during the proposal process and while under contract. Proposers shall disclose any record of pending criminal violations and/or convictions, pending lawsuits, etc. and any actions that may be a conflict of interest occurring within the past 5 years to include any staff utilized in the bid process or designated to perform services as part of this contract.

2.24 Miscellaneous

The proposer agrees that they presently have no interest and shall not acquire any interest, directly or indirectly, which would conflict in any manner or degree with the performance of the services hereunder. The proposer further agrees that no person having any such known interest shall be employed or conveyed an interest, directly or indirectly, in the contract. All respondents must provide a statement of disclosure, which will allow Augusta to evaluate possible conflicts of interest.

Proposals submitted are not publicly available until after award by the Augusta Board of Commissioners. All proposals and supporting material, as well as correspondence relating to this RFP, becomes the property of Augusta when received. Any proprietary information contained in the proposal should be so indicated. However, a general indication that the entire contents, or a major portion, of the proposal is proprietary will not be honored.

2.25 Evaluation of Proposals

After the proposal packages have been opened Augusta's Evaluation Committee will evaluate the proposers' responses including financial data, proposers' references, proposers' experience, and other data relating to the proposers' responsibility and qualifications to perform the project satisfactorily. Proposers may be required to submit additional or supplemental information to Augusta, if necessary, for Augusta to determine whether the proposer(s) meet all the standards outlined.

2.26 Completeness of Answers

All questions and requests for specificity must be answered. All specifications incorporating "shall," "must," etc., are requirements and failure to comply with these must be specifically noted as exceptions. All specifications incorporating "should," "desires," etc., are highly desirable features. In the case of a specific requirement not followed by a request for an explanation, proposer must explicitly affirm that the system or component meets that requirement. Simply taking exception to a requirement without providing an explanation, and where appropriate alternative specifications and language, shall be deemed non-responsive, and may result in rejection of the proposal.

Requesting a discussion of a requirement or provision of this RFP without providing explicit alternative language may also be deemed non-responsive and may result in rejection of the proposal.

Proposers shall be required to submit, in writing, the names, addresses and telephone numbers of any proposed major subcontractors or equipment manufacturers, and to submit other material information relative to proposed major subcontractors or equipment manufacturers.

Augusta's Evaluation Committee will determine which proposers are responsive to the material terms and conditions of the RFP. Augusta will then determine who is technically, financially and otherwise responsible to perform the project satisfactorily and who has the capacity to meet all other requirements of the proposed project.

2.27 Evaluation Criteria

Discussions may be conducted with proposers determined to be reasonably qualified, and Augusta reserves the right to reject any and all proposals. As part of the evaluation process, the evaluation committee may interview proposer references and other parties to confirm proposer's performance on previous projects. Augusta reserves the right to terminate this process at any time, and no guarantee is expressed or implied that obligates Augusta to contract for the proposed project. Augusta will negotiate a contract with the highest evaluated respondent, as determined by its evaluation committee.

Proposers shall be treated fairly and equally with respect to any opportunity for discussion and revision of their offer. To obtain the best and final value offers, revisions may be requested after submissions and before award of the contract.

The weighted evaluation criteria in **Appendix A** will be assigned for each proposal in order to determine the proposal most advantageous to Augusta. **The same evaluation criteria will be used for each category of water meters.** Respondents with a low qualification or score will be eliminated from further consideration, as identified in the evaluation criteria document.

AUD is providing the following information in order to allow all proposers the best opportunity to satisfy our evaluation criteria:

- Proposers should clearly identify water utility customers of a similar size to Augusta which they have prior or existing relationships and prior or ongoing projects with in sufficient enough detail that Augusta can accurately characterize and evaluate their Qualifications and Experience and potential Organization and Approach during our evaluation, ideally the relationships and/or projects should include dates within the past five (5) years.
- For scope of services, "ability to meet desired cost structure" refers to the desired cost structure in terms of length as described in the terms of contract description of the Proposal Pricing Requirements subsection of the Purpose of the Request for Proposal section; proposers **shall not** provide cost information outside of the separately sealed cost proposal or their proposal **shall** be deemed non-responsive, rather they should clearly indicate acceptance or exception to our proposed duration and conditions and document such as described in the Technical Proposal subsection.
- Proposers can best demonstrate financial stability by providing relevant financial documents that will allow Augusta to evaluate their financial stability. These documents could include, but are not limited to, third party audited financial statements, D&B reports, documents filed with Securities and Exchange Commission as required for a public company, or documents similar in nature to these. These documents should be for to the specific entity submitting the proposal, not a manufacturing partner or other entity.
- References should ideally be current or prior customers $\pm 25\%$ the size of Augusta as described in the background of the RFP; the inability to provide references of a similar size to Augusta, whether larger or smaller than Augusta, will be a factor of consideration in the evaluation. References should be for work completed by the proposer, not a parent or child company.

Proposals will be evaluated according to each Evaluation Criteria and scored on a zero-to-five-point rating. The scores for all the Evaluation Criteria will then be multiplied according to their assigned weight to arrive at a weighted score for each proposal. A proposal with a high weighted total will be deemed of higher quality than a

proposal with a lesser-weighted total. The final maximum score for any project/service is five hundred **(500) points**. The scoring matrix can be found in **Appendix A**.

2.28 Technical Proposal

Technical proposals shall be submitted in a separate, sealed envelope with the proposer's name and "Technical Proposal for RFP 25-174" on the outside of the envelope. For each category a proposer chooses to submit for, they shall provide at a minimum an affirmative response or a textual response as they deem appropriate to each technical requirement or shall clearly respond that they do not comply with a requirement and address the non-compliance in a separate "Exception to Proposal Requirements" document.

Technical proposals shall not exceed **thirty (30)** single-sided pages in length. Dividers and required forms will not count towards the page limit. Literature and technical documents for meters proposed shall be included in an appendix of the proposal, appendices will also not count towards the page limit.

2.29 Cost Proposal

Cost proposal-One (1) unbound original Cost Proposal and one (1) electronic copy of cost proposal on USB flash drive are to be submitted in a separately sealed envelope with the following information on the outside of it: Fee Proposal for RFP 25-174 Water Meters. Electronic versions of the pricing must be submitted in Excel format. Electronic versions of the pricing must be submitted in Excel format.

The cost proposal worksheet is described in **Appendix D** and is included as an attached file for proposers.

Do not include fees or costs in any area outside of the cost proposal. Inclusion of any information regarding specific or generalized amounts for fees or costs outside of the sealed cost proposal **will** result in the proposal being deemed non-responsive.

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3. Technical Specifications

As represented in this proposal, there are five (5) separate categories.

1. 5/8 x 3/4 to 2 Inch PD Meters
2. 5/8 x 3/4 to 12 Inch Solid State Meters - Type 1 Solid State meters
3. 5/8 x 3/4 to 12 Inch Solid State Meters - Type 2 Solid State meters
4. 3 Inch Aluminum Fire Hydrant Meters
5. 5/8 x 3/4 to 1.5 Inch Remote Shut Off Capable Meters

3.1 Specifications for: 5/8 x 3/4, 1, 1.5, and 2 Inch Positive Displacement Cold Water Meters

Scope

This specification covers positive displacement cold water meters in the sizes specified, and the materials and workmanship employed in their fabrication. The registers must be permanently sealed and magnetically driven. Meters manufactured and cataloged within the continental United States for at least five years are preferred. Proposers shall identify the first year that each proposed meter was installed in the United States. Proposers shall provide three (3) references indicating the name of cities where meters have been installed during the previous five-year period and a point of contact that AUD may contact.

Meters shall conform to AWWA C700-20 in both materials and manufacture. All meters shall be new, ready for installation at delivery, and shall be delivered FOB. Meters shall be compatible with AUD's current AMI solution provided by AMI Vendor. Any meters that cannot adapt to AMI Vendor's technology will not be considered.

Proposers shall provide current literature describing in detail each meter proposed. In addition, each proposer shall supply any warranties or applicable meter exchange programs. Failure to comply will result in rejection the entire proposal.

It is the responsibility of the proposer to carefully examine and understand all aspects of the specifications and to become familiar with the requirements set forth.

Any variations from the specifications must be listed on a separate sheet attached to the proposal. This sheet will carry the heading "Exception to Proposal". Explanations or exceptions listed in a cover letter format and submitted with the proposal will not be considered acceptable.

Each proposer shall define the services to be provided as they relate to parts and services for all water meters. A representative of the successful proposer must visit AUD a minimum of four times per year to discuss parts, service, meters, and register matters.

Meters shall comply with all requirements listed in Tables 1 and 2 as well as all specifications below.

By submission of a proposal, the proposer is stating that they understand and agree to the conditions set forth and the process by which it will be accompanied.

Affidavit of Compliance

If declared the successful proposer, and affidavit of compliance shall be submitted by the manufacturer and/or vendor that the products furnished under AUD's order comply with all applicable requirements and that all of the provided information on the evaluation sheets is correct. Failure to meet any part of the specification shall be sufficient cause for rejection of the proposal.

Casings

Casings shall comply with the following requirements:

- All meters shall have an outer case with separate, removable measuring chambers. Casings shall not be repaired in any manner. The inlet and outlet shall have a common axis.
- The size, model, and direction of flow through the meters shall be molded or cast in raised characters on the top side of all meter outer cases. Casings and bottom plates of meters shall be manufactured in accordance with AWWA C700-20. AUD strongly prefers metal casings, but will accept proposals for plastic casings that meet or exceed the requirements in AWWA C710-20; AUD reserves the ability to request a sample meter for evaluation to ensure it meets all requirements.
- Main casings, register box rings and lids, measuring chambers, pistons and discs, measuring chamber diaphragms, piston/disc spindles, thrust rollers, thrust-roller bearing plates, register gear trains, and top/bottom covers shall be made of a material identified as suitable in C700-20 4.1.2 – 4.1.8. AUD will not accept breakable (frost-protection) covers.
- Casings and bottom plates shall be capable of withstanding a hydrostatic burst pressure of 600 psi, and the housing shall be designed so that the accuracy of the meter is not affected at a working pressure of 150 psi.
- An NPT test plug port shall be available in the outlet side of 1.5 and 2 inch meters.
- Bolts shall be solid, non-breakable types. All external bolts shall be made of 300 series stainless steel, designed for easy removal after extended use. The split case design shall be connected with a minimum of four bolts.
- Main case connections 5/8 x 3/4 and 1 inch meters shall be casing spuds on both ends, having external straight threads with diameters in accordance with AWWA C700-20.
- Main case connections for 1.5 inch meters shall be threaded and accept a Watts brand threaded wye strainer. Main case connections for 2 inch meters shall be oval type companion flanges with dimensions in accordance with AWWA C700-20. Flange connection faces will have a “phonograph” finish.

Discs and Pistons

For nutating disc style meters, the measuring disc shall be constructed from a suitable engineering thermoplastic polymer. The disc shall be equipped with a thrust roller and a stainless steel disc spindle. The nutations shall not exceed the quantities listed in AWWA C700-20 Table 1.

For oscillating piston style meters, the piston drive or roller pin shall be made of 316 grade stainless steel and securely fastened to the piston.

External Closure Screws, Bolts, Nuts, And Washers

All external closures shall be designed for easy removal after extended use.

Installation Dimensions

Proposers shall provide the following information for all proposed meters:

- Lay length of the meter
- Any straight pipe requirements before and after the meter
- Minimum recommended meter box dimensions for the proposed meter

Meter Connections

Connections for 5/8 x 3/4 and 1 inch meters shall be supplied by AUD. Connections for 1.5 and 2 inch meters will be provided by the proposer, and shall conform to the following standards:

- Main case connections for 1.5 and 2 inch meters shall be flanged.
- Flanges shall be of the elliptical type and made of cast iron or ductile iron.
- Elliptical companion flanges, gaskets, bolts, and nuts shall be provided by the proposer. Companion flanges shall be faced, drilled, and tapped in conformance with ANSI B2.1.

Registers

All registers shall be designed to permit an electronic encoder register for connection to an AMI Vendor network system and meet the requirements set forth in AWWA 707-22. AUD will only accept absolute encoder style registers with electronic displays. All registers shall be a magnetic drive type, be permanently sealed by the manufacturer, and provide readings in US Gallons. The register shall be completely encased and no portion of the reduction gearing or totalizing mechanism shall be in contact with the measured water.

Registers shall allow for easy field replacement by AUD personnel without requiring the removal of the meter from the service line or interruption of the service water supply. The displays shall read in US Gallons, shall display leading zeroes so that all digits capable of displaying are readable, shall provide alarm indicators for reverse flow, backflow, leaks, and low battery (if a battery is the primary power source). Proposer shall identify if other alarm indicators are available in addition to those required. If a low battery alarm is used, it shall alert with at least 180 days of usable life remaining if applicable. The display readout must be easily discernable within the meter pit and not dependent on sunlight, or tools for activation of screen. All reduction gearing shall be the same in each size meter to allow for easy exchange of registers while maintaining accuracy standards. The register shall be tamper protected to prevent unauthorized removal from the meter.

Registers allowing disassembly will not be accepted. Oil-filled registers and registers with terminal screw connections are not acceptable. No anti-moisture capsules or other condensation prevention devices will be accepted. The register shall not be in contact with the water being measured.

Proposer agrees to replace or exchange any register damaged by others at the price as shown on the proposal form. All local registers must be warranted for a minimum period of 20 years from the date of shipment.

For PD meters only, there is a "Register Only" line in the Cost Proposal worksheet. AUD may purchase registers only as a repair/replace option for our existing PD meter inventory while we move to Solid State and AMI across our water system. Proposers should identify the cost of registers only on this line.

Register Boxes

The name of the manufacturer shall be permanently cast or molded on the lid or top of the register box. The lid or shroud shall be recessed and overlap the register box to protect the lens. The serial number of the register shall be imprinted on the top of the register box or lid if there is a lid, and there shall be a separate location on the top of the register box for AUD to affix a label that identifies the meter serial number in accordance with AWWA C707-22.

Required Software

Proposers shall identify any software or hardware that is required to "program" the meters in order to ensure full functionality. The cost of any such software or hardware shall be noted in the cost proposal document.

Manufacturing Lead Time

Proposers shall provide their standard lead time for manufacturing of water meters. This timeline should encompass the time from issuance of purchase order to ship date, and should be based on the average order fulfillment time over the past 18 months.

Measuring Chambers

The measuring chambers shall be self-contained units, firmly seated, easily removable from the main case, and not a part of the main case. The chamber shall be a two-piece snap joint, made of a dimensionally stable reinforced thermoplastic secured to the main case so that reading accuracy will not be affected by any distortions of the case at an operating pressure of 150 psi. Existing chambers shall have the capability to be interchanged with new chambers in like-sized main cases and still maintain AWWA accuracy standards.

Parts

As part of their proposal, proposer shall identify what percentage discount they will provide AUD from the most current published list prices for parts.

Pressure Requirements

All meters supplied under this specification shall operate without leakage or damage to any part at a standard working pressure of 150 psi.

Registration Accuracy

All meters shall meet the following requirements for accuracy at a minimum:

- At any flow rate within the normal test flow limits specified in Table 1, the meter shall register at least $\pm 1.5\%$ of the actual amount of water passed through the meter.
- At the minimum test flow rate specified in Table 1, the meter shall register at least $\pm 5\%$ of the actual amount of water passed through the meter.

Accuracy test results from the meter manufacturer shall accompany each meter. The manufacturer shall guarantee that all meters furnished will meet or exceed the provisions of the latest version of AWWA C700-20 for a period of at least one year. The proposer shall agree to work with AUD to resolve any discrepancies identified by random testing of furnished meters conducted by AUD after delivery.

Rejected Meters

The manufacturer shall repair or replace, at its option, all meters rejected for failure to comply with this specification without charge.

Strainers

AUD will provide external strainers for all meters at time of installation for meters 1 inch and larger, internal strainers are not required for these meters. If external strainers are required for 5/8 x 3/4 meters, this must be noted in the proposal and accounted for in the cost of the meter in the pricing table and the proposer must identify the additional lay length required to account for the strainer.

Warranty

The manufacturer shall repair or replace without charge parts in which a defect has developed within 12 months from date of shipment upon their return to the manufacturer or upon proper proof of a defect. The warranty shall not apply if the meter has been modified by the use of replacement parts not made by the manufacturer.

The measuring chamber must be warranted to meet or exceed new meter accuracy standards of AWWA Manual M-6 for a period of 5 years, and then repaired meter accuracy standards of AWWA Manual M-6 for an additional 10 years for a total of 15 years from the date of shipment for all meters included in this specification.

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Table 1: Meter Performance Characteristics

Meter Size (Inches)	Required Maximum Operating Capacity (GPM)	Safe Maximum Operating Capacity (GPM)	Maximum Pressure Loss At AWWA Safe Maximum Operating Capacity (psi)	Recommended Maximum Rate For Continuous Operations (GPM)	Minimum Test Flow (GPM)	Normal Flow (GPM)	Test Limits
5/8 x 3/4	20	15	15	10	0.25	1 – 20	
1	50	15	15	25	0.75	3 – 50	
1.5	100	15	15	50	1.5	5 – 100	
2	160	15	15	80	2	8 - 160	

Table 2: Maximum Indication On Initial Dial And Minimum Register Capacity

Meter Size (Inches)	Maximum Allowable Indication Of Initial Dial For Direct Read Registers (Gallons)	Maximum Allowable Indication of Initial Dial For Electronic Read Registers (Gallons)
5/8 x 3/4	10	0.1
1	10	0.1
1.5	100	1
2	100	1

--- Remainder of page intentionally left blank ---

3.2 Specifications for 5/8 x 3/4, 1, 1.5, 2, 3, 4, 6, and 8 Inch Type 1 Solid State Cold Water Meters

Scope

This specification covers cold water meters in the sizes specified, and the materials and workmanship employed in their fabrication. Meters manufactured and cataloged within the continental United States for at least five years are preferred. Proposers shall identify the first year that each proposed meter was installed in the United States. Proposers shall provide three (3) references indicating the name of cities where meters have been installed during the previous five-year period and a point of contact that AUD may contact if desired. AUD will not accept proposals for compound or turbine meters under this specification.

All specifications for this section meet or exceed AWWA C715-18(R22). All meters, connectors, and couplings shall be Lead Free only, to comply with "Use of Lead Free Pipes, Fittings, Fixtures, Solder, and Flux for Drinking Water", Subpart B §§143.10 - 143.20, 42 U.S.C. 300g-6 and 300j-21. All meters shall be new, ready for installation at delivery, and shall be delivered FOB. Meters shall be compatible with AUD's current AMI solution provided by AMI Vendor. Any meters that cannot adapt to AMI Vendor's technology will not be considered.

Proposers shall provide current literature, describing in detail each meter proposed. In addition, each proposer shall supply any warranties or applicable meter exchange programs. Failure to comply can result in rejection the entire proposal.

It is the responsibility of the proposer to carefully examine and understand all aspects of the specifications and to become familiar with the requirements set forth.

Any variations from the specifications must be listed on a separate sheet attached to the proposal. This sheet will carry the heading "Exception to Proposal". Explanations or exceptions listed in a cover letter format and submitted with the proposal will not be considered acceptable.

Each proposer shall define the services to be provided as they relate to parts and services for all water meters. A representative of the successful proposer must visit AUD a minimum of four times per year to discuss parts, service, meters, and register matters.

Meters shall comply with all requirements as identified below. By submission of a proposal, the proposer is stating that they understand and agree to the conditions set forth and the process by which it will be accompanied. While AWWA C715-18(R22) provides specifications for Type 1 meters in sizes as large as 8 inches, AUD understands that not all manufacturers make Type 1 meters in all sizes encompassed by this specification. In the pricing table proposer should identify the sizes that they do not manufacture or supply and offer a Type 2 meter as an alternative as described in the introduction on page 3 and identify the exception in their Exception to Proposal document.

Affidavit of Compliance

If declared the successful proposer, and affidavit of compliance shall be submitted by the manufacturer and/or vendor that the products furnished under AUD's order comply with all applicable requirements and that all of the provided information on the evaluation sheets is correct. Failure to meet any part of the specification shall be sufficient cause for rejection of the proposal.

Casings

Casings shall comply with the following requirements:

- All meters shall have an outer case with separate, removable measuring chambers. Casings shall not be repaired in any manner. The inlet and outlet shall have a common axis.

- The size, model, and direction of flow through the meters shall be molded or cast in raised characters on the top side of all meter outer cases. Casings and bottom plates of meters shall be manufactured in accordance with AWWA C715-18(R22). AUD strongly prefers metal casings, but will accept proposals for plastic casings that meet or exceed the requirements in AWWA C710-20; AUD reserves the ability to request a sample meter for evaluation to ensure it meets all requirements.
- Main casings, register box rings and lids, measuring chambers, measuring chamber liners, reflectors, and top/bottom covers shall be made of a material identified as suitable in C715-18(R22) 4.1.2 – 4.1.5. AUD will not accept breakable (frost-protection) covers.
- Casings and bottom plates shall be capable of withstanding a hydrostatic burst pressure of 600 psi, and the housing shall be designed so that the accuracy of the meter is not affected at a working pressure of 150 psi.
- An NPT test plug port should be available in the outlet side of 1.5 and 2 inch meters.
- Bolts shall be solid, non-breakable types. All external bolts shall be made of 300 series stainless steel, designed for easy removal after extended use. The split case design shall be connected with a minimum of four bolts.
- Main case connections for meters larger than 1 inch shall be companion flanges with dimensions in accordance with AWWA C715-18(R22) and the specifications below. Flange connection faces will have a “phonograph” finish.

Case and Cover

All meters shall have outer cases which shall not be repaired in any manner. The inlet and outlet shall have a common axis and connection flanges shall be parallel to each other at right angles to the body axis. Any fasteners and/or seals shall not require the use of special tools or equipment to disassemble. The size, model, serial number, and direction of flow shall be permanently marked on the outside of the meter.

Casing Flanges

Casing flanges shall be faced and drilled. For 1.5 and 2 inch meters, oval type flanges shall be used. For meters larger than 2 inches, round typed flanges shall be used. In both cases, flanges shall comply with the standards and specifications as described in AWWA C715-18(R22).

Companion Flanges

Manufacturers must make the corresponding companion flanges, gaskets, bolts, and nuts available to purchase from AUD’s vendor of choice; or provide the technical specifications to AUD for manufacturing. All components shall comply with the standards and specifications in AWWA C715-18(R22).

Connections

Main case connections 5/8 x 3/4 and 1 inch meters shall be casing spuds on both ends, having external straight threads with diameters in accordance with AWWA C715-18(R22). Meters 1.5 inches and larger shall use flanged connections.

External Fasteners

All external fasteners shall be made of a copper alloy or stainless steel in compliance with the requirements and standards listed in C715-18(R22).

Installation Dimensions

Proposers shall provide the following information for all proposed meters:

- Lay length of the meter
- Any straight pipe requirements before and after the meter
- Minimum recommended meter box dimensions for the proposed meter

Manufacturing Lead Time

Proposers shall provide their standard lead time for manufacturing of water meters. This timeline should encompass the time from issuance of purchase order to ship date, and should be based on the average order fulfillment time over the past 18 months.

Operating Characteristics

The operating characteristics of all meters proposed shall meet or exceed the requirements listed in Table 3.

Parts

As part of their proposal, proposer shall identify what percentage discount they will provide AUD from the most current published list prices for parts.

Performance

Registration accuracy over the normal operating range shall be $\pm 1.5\%$. Proposers shall identify the periodic interval of flow sampling for submitted meters. Proposers shall also identify the high-flow cut off value at which the solid state meter reaches saturation and/or stops sampling flow. All meters 3 inches and larger must be certified for fire service and have the appropriate UL and FM certifications.

Power Source

An internal battery pack or external power source shall be used for the power source of all solid state meters as specified in AWWA C715-18(R22). AUD strongly prefers a battery pack solution. If a battery pack is used, it shall be sealed and shielded from the environment, and provide a visual indicator of low battery life with at least 180 days of useful life remaining from the time of initial indication. Proposers shall identify if the battery is replaceable or not in their proposal. Proposers shall identify the warranty of the battery alone if separate from the warranty for the meter, and shall identify the price of a replacement battery if the battery is replaceable.

Registers

All registers shall be permanently sealed by the manufacturer. The register shall be completely encased and in accordance with AWWA C715-18(R22).

All registers shall incorporate a flow finder or leak/low flow indicator allowing for easy visibility of leaks. All registers shall be designed to permit an electronic encoder register for connection to an AMI network system. Proposer shall indicate if the register is replaceable or not. Replaceable registers shall allow for easy field replacement by AUD personnel without requiring the removal of the meter from the service line or interruption of service water supply. Proposers shall identify the warranty of the register alone if separate from the warranty for the meter, and shall identify the price of a replacement if the register is replaceable. The register shall be tamper protected to prevent unauthorized removal from the meter.

The displays shall read in US Gallons, shall display leading zeroes so that all digits capable of displaying are readable, and shall provide alarm indicators for reverse flow, backflow, leaks, and low battery (if a battery is the primary power source). Proposer shall identify if other alarm or alert indicators are available in addition to those required, and if those alarms or alerts can be transmitted over third party AMI networks or if they require the use of a proprietary network for full functionality.

The register should be an absolute encoder style only. Absolute encoder is defined as a register which encodes and transmits the position of the number wheels in ASCII format. Registers shall have an electronic display register in accordance with AWWA C715-18(R22). The electronic display readout must be easily discernable within the meter pit and not dependent on sunlight or tools for activation of screen. Consumption shall be displayed on the display with leading zeroes.

Registers allowing disassembly will not be accepted. Oil-filled registers and registers with terminal screw connections are not acceptable. No anti-moisture capsules or other condensation prevention devices will be accepted. The register shall not be in contact with the water being measured.

Proposer agrees to replace or exchange any register damaged by others at the price as shown on the proposal form. All local registers must be warrantied for a minimum period of 15 years from the date of shipment.

Register Box

Register boxes and lids shall be made of a suitable thermoplastic material. The name of the manufacturer, manufacturer trademark, and the meter serial number shall be located on the top of the register box cover or lid and be clearly identifiable.

Register Box Sealing

Registers shall be secured to the meter bayonets with a seal wire tamper resistant screw, tamperproof TORX™ seal screw, push pin, or other equivalent methods.

Rejected Meters

The manufacturer shall repair or replace, at its option, without charge, all meters rejected for failure to comply with this specification.

Required Software

Proposers shall identify any software or hardware that is required to “program” the meters in order to ensure full functionality. The cost of any such software or hardware shall be noted in the cost proposal document.

Size

The size of the meters shall be determined by the nominal size, in inches, of the opening in the inlet and outlet flanges. The overall dimensions of all meters shall be equal to or less than the requirements listed in Table 4a or 4b as appropriate.

Strainers

AUD will provide external strainers for all meters at time of installation for meters 1 inch and larger, internal strainers are not required for these meters. If external strainers are required for 5/8 x 3/4 meters, this must be noted in the proposal and accounted for in the cost of the meter in the pricing table.

Type

Proposer will identify for each meter size in their proposal under this specification if the meter is Type 1 or Type 2, if they do not manufacture the size in a Type 1 it shall be declared as an exception. AUD will only accept Type 1 meters for meters less than 2 inches.

Workmanship, Materials, and Warranty

The manufacturer shall repair or replace, without charge, those parts in which a defect has developed within 12 months from the date of shipment upon their return to the manufacturer or upon proper proof of a defect. The warranty shall not apply if the meter has been modified by the use of replacement parts not made by the manufacturer.

The manufacturer or vendor must include a manufacturer’s warranty sheet of national publication. The warranty must include all parts being submitted for the proposal. Meter and register warranties shall be specified in years.

Table 3: Minimum Operating Characteristics For Type 1 Solid State Meters

Meter Size (Inches)	Safe Maximum Operating Capacity (psi)	Maximum Allowable Head Loss at Safe Maximum Operating Capacity (psi)	Normal Test Flow Limits (gpm)	Minimum Test Flow Rates (gpm)
5/8 x 3/4	30	10	0.5 – 30	0.15
1	50	10	0.75 – 50	0.3
1.5	100	10	2.0 – 100	0.6
2	160	10	2.5 – 160	1
3	350	8	7.5 – 350	2.5
4	600	8	10 – 600	3.5
6	1350	8	20 – 1350	9
8	1600	8	40 – 1600	18

Table 4a: Dimension Limits for Meters With Threaded Ends

Meter Size (Inches)	Laying Length (Inches)	Nominal Thread Size (Inches)	Length (Inches)	Nominal NPT Thread Size (Inches)
5/8 x 3/4	7 1/2	1	2 1/2	3/4
1	10 3/4	1 1/4	2 5/8	1
1.5 (Internal NPT)	12 5/8	1 1/2	---	---
1.5 (External NPSM)	12 5/8	2	2 5/8	1 1/2
2 (Internal NPT)	15 1/4	2	---	---
2 (External NPSM)	15 1/4	2 1/2	3	2

Table 4b: Dimension Limits for Flanged Meters

Meter Size (Inches)	Length (Inches)	Width (Inches)	Height (Inches)	Centerline of Outlets to Base (Inches)
1 1/2	13	9	17	6 1/2
2	17	9 1/2	20	8 1/2
3	24	14	28	13 1/2
4	29	15 1/2	28	14
6	36 1/2	21	31	15 1/2
8	43 3/4	27 1/2	31	16
10	60	29	35	20 1/2
12	68	31	42	21

3.3 Specifications for 2, 3, 4, 6, 8, 10, and 12 Inch Type 2 Solid State Cold Water Meters

Scope

This specification covers cold water meters in the sizes specified, and the materials and workmanship employed in their fabrication. Meters manufactured and cataloged within the continental United States for at least five years are preferred. Proposers shall identify the first year that each proposed meter was installed in the United States. Proposers shall provide three (3) references indicating the name of cities where meters have been installed during the previous five-year period and a point of contact that AUD may contact if desired. AUD will not accept proposals for compound or turbine meters under this specification.

All specifications for this section meet or exceed AWWA C715-18(R22). All meters, connectors, and couplings shall be Lead Free only, to comply with "Use of Lead Free Pipes, Fittings, Fixtures, Solder, and Flux for Drinking Water", Subpart B §§143.10 - 143.20, 42 U.S.C. 300g-6 and 300j-21. All meters shall be new, ready for installation at delivery, and shall be delivered FOB. Meters shall be compatible with AUD's current AMI solution provided by AMI Vendor. Any meters that cannot adapt to AMI Vendor's technology will not be considered.

Proposers shall provide current literature, describing in detail each meter proposed. In addition, each proposer shall supply any warranties or applicable meter exchange programs. Failure to comply can result in rejection the entire proposal.

It is the responsibility of the proposer to carefully examine and understand all aspects of the specifications and to become familiar with the requirements set forth.

Any variations from the specifications must be listed on a separate sheet attached to the proposal. This sheet will carry the heading "Exception to Proposal". Explanations or exceptions listed in a cover letter format and submitted with the proposal will not be considered acceptable.

Each proposer shall define the services to be provided as they relate to parts and services for all water meters. A representative of the successful proposer must visit AUD a minimum of four times per year to discuss parts, service, meters, and register matters.

Meters shall comply with all requirements as identified below. By submission of a proposal, the proposer is stating that they understand and agree to the conditions set forth and the process by which it will be accompanied. While AWWA C715-18(R22) provides specifications for Type 1 meters in sizes as large as 8 inches, AUD understands that not all manufacturers make Type 1 meters in all sizes encompassed by this specification. In the pricing table proposer should identify the sizes that they do not manufacture or supply and offer a Type 2 meter as an alternative as described in the introduction on page 3 and identify the exception in their Exception to Proposal document.

Affidavit of Compliance

If declared the successful proposer, and affidavit of compliance shall be submitted by the manufacturer and/or vendor that the products furnished under AUD's order comply with all applicable requirements and that all of the provided information on the evaluation sheets is correct. Failure to meet any part of the specification shall be sufficient cause for rejection of the proposal.

Casings

Casings shall comply with the following requirements:

- All meters shall have an outer case with separate, removable measuring chambers. Casings shall not be repaired in any manner. The inlet and outlet shall have a common axis.

- The size, model, and direction of flow through the meters shall be molded or cast in raised characters on the top side of all meter outer cases. Casings and bottom plates of meters shall be manufactured in accordance with AWWA C715-18(R22). AUD strongly prefers metal casings, but will accept proposals for plastic casings that meet or exceed the requirements in AWWA C710-20; AUD reserves the ability to request a sample meter for evaluation to ensure it meets all requirements.
- Main casings, register box rings and lids, measuring chambers, measuring chamber liners, reflectors, and top/bottom covers shall be made of a material identified as suitable in C715-18(R22) 4.1.2 – 4.1.5. AUD will not accept breakable (frost-protection) covers.
- Casings and bottom plates shall be capable of withstanding a hydrostatic burst pressure of 600 psi, and the housing shall be designed so that the accuracy of the meter is not affected at a working pressure of 150 psi.
- An NPT test plug port should be available in the outlet side of 1.5 and 2 inch meters.
- Bolts shall be solid, non-breakable types. All external bolts shall be made of 300 series stainless steel, designed for easy removal after extended use. The split case design shall be connected with a minimum of four bolts.
- Main case connections for meters larger than 1 inch shall be companion flanges with dimensions in accordance with AWWA C715-18(R22) and the specifications below. Flange connection faces will have a “phonograph” finish.

Case and Cover

All meters shall have outer cases which shall not be repaired in any manner. The inlet and outlet shall have a common axis and connection flanges shall be parallel to each other at right angles to the body axis. Any fasteners and/or seals shall not require the use of special tools or equipment to disassemble. The size, model, serial number, and direction of flow shall be permanently marked on the outside of the meter.

Casing Flanges

Casing flanges shall be faced and drilled. For 1.5 and 2 inch meters, oval type flanges shall be used. For meters larger than 2 inches, round typed flanges shall be used. In both cases, flanges shall comply with the standards and specifications as described in AWWA C715-18(R22).

Companion Flanges

Manufacturers must make the corresponding companion flanges, gaskets, bolts, and nuts available to purchase from AUD’s vendor of choice; or provide the technical specifications to AUD for manufacturing. All components shall comply with the standards and specifications in AWWA C715-18(R22).

Connections

All meters in this category shall use flanged connections.

External Fasteners

All external fasteners shall be made of a copper alloy or stainless steel in compliance with the requirements and standards listed in C715-18(R22).

Installation Dimensions

Proposers shall provide the following information for all proposed meters:

- Lay length of the meter
- Any straight pipe requirements before and after the meter
- Minimum recommended meter box dimensions for the proposed meter

Manufacturing Lead Time

Proposers shall provide their standard lead time for manufacturing of water meters. This timeline should encompass the time from issuance of purchase order to ship date, and should be based on the average order fulfillment time over the past 18 months.

Operating Characteristics

The operating characteristics of all meters proposed shall meet or exceed the requirements listed in Table 5.

Parts

As part of their proposal, proposer shall identify what percentage discount they will provide AUD from the most current published list prices for parts.

Performance

Registration accuracy over the normal operating range shall be $\pm 1.5\%$. Proposers shall identify the periodic interval of flow sampling for submitted meters. Proposers shall also identify the high-flow cut off value at which the solid state meter reaches saturation and/or stops sampling flow. All meters 3 inches and larger must be certified for fire service and have the appropriate UL and FM certifications.

Power Source

An internal battery pack or external power source shall be used for the power source of all solid state meters as specified in AWWA C715-18(R22). AUD strongly prefers a battery pack solution. If a battery pack is used, it shall be sealed and shielded from the environment, and provide a visual indicator of low battery life with at least 180 days of useful life remaining from the time of initial indication. Proposers shall identify if the battery is replaceable or not in their proposal. Proposers shall identify the warranty of the battery alone if separate from the warranty for the meter, and shall identify the price of a replacement battery if the battery is replaceable.

Registers

All registers shall be permanently sealed by the manufacturer. The register shall be completely encased and in accordance with AWWA C715-18(R22).

All registers shall incorporate a flow finder or leak/low flow indicator allowing for easy visibility of leaks. All registers shall be designed to permit an electronic encoder register for connection to an AMI network system. Proposer shall indicate if the register is replaceable or not. Replaceable registers shall allow for easy field replacement by AUD personnel without requiring the removal of the meter from the service line or interruption of service water supply. Proposers shall identify the warranty of the register alone if separate from the warranty for the meter, and shall identify the price of a replacement if the register is replaceable. The register shall be tamper protected to prevent unauthorized removal from the meter.

The displays shall read in US Gallons, shall display leading zeroes so that all digits capable of displaying are readable, and shall provide alarm indicators for reverse flow, backflow, leaks, and low battery (if a battery is the primary power source). Proposer shall identify if other alarm or alert indicators are available in addition to those required, and if those alarms or alerts can be transmitted over third party AMI networks or if they require the use of a proprietary network for full functionality.

The register should be an absolute encoder style only. Absolute encoder is defined as a register which encodes and transmits the position of the number wheels in ASCII format. Registers shall have an electronic display register in accordance with AWWA C715-18(R22). The electronic display readout must be easily discernable within the meter pit and not dependent on sunlight or tools for activation of screen. Consumption shall be displayed on the display with leading zeroes.

Registers allowing disassembly will not be accepted. Oil-filled registers and registers with terminal screw connections are not acceptable. No anti-moisture capsules or other condensation prevention devices will be accepted. The register shall not be in contact with the water being measured.

Proposer agrees to replace or exchange any register damaged by others at the price as shown on the proposal form. All local registers must be warranted for a minimum period of 15 years from the date of shipment.

Register Box

Register boxes and lids shall be made of a suitable thermoplastic material. The name of the manufacturer, manufacturer trademark, and the meter serial number shall be located on the top of the register box cover or lid and be clearly identifiable.

Register Box Sealing

Registers shall be secured to the meter bayonets with a seal wire tamper resistant screw, tamperproof TORX™ seal screw, push pin, or other equivalent methods.

Rejected Meters

The manufacturer shall repair or replace, at its option, without charge, all meters rejected for failure to comply with this specification.

Required Software

Proposers shall identify any software or hardware that is required to “program” the meters in order to ensure full functionality. The cost of any such software or hardware shall be noted in the cost proposal document.

Size

The size of the meters shall be determined by the nominal size, in inches, of the opening in the inlet and outlet flanges. The overall dimensions of all meters shall be equal to or less than the requirements listed in Table 6a or 6b as appropriate.

Strainers

AUD will provide external strainers for all meters at time of installation for meters 1 inch and larger, internal strainers are not required for these meters. If external strainers are required for 5/8 x 3/4 meters, this must be noted in the proposal and accounted for in the cost of the meter in the pricing table.

Type

Proposer will identify for each meter size in their proposal under this specification if the meter is Type 1 or Type 2, if they do not manufacture the size in a Type 2 it shall be declared as an exception.

Workmanship, Materials, and Warranty

The manufacturer shall repair or replace, without charge, those parts in which a defect has developed within 12 months from the date of shipment upon their return to the manufacturer or upon proper proof of a defect. The warranty shall not apply if the meter has been modified by the use of replacement parts not made by the manufacturer.

The manufacturer or vendor must include a manufacturer’s warranty sheet of national publication. The warranty must include all parts being submitted for the proposal. Meter and register warranties shall be specified in years.

Table 5: Minimum Operating Characteristics For Type 2 Solid State Meters

Meter Size (Inches)	Safe Maximum Operating Capacity (psi)	Maximum Allowable Head Loss at Safe Maximum Operating Capacity (psi)	Normal Test Flow Limits (gpm)	Minimum Test Flow Rates (gpm)
2	220	7	6 – 220	2
3	500	7	15 – 500	4
4	880	7	25 – 880	7.5
6	1400	7	55 – 1400	15
8	2800	7	100 – 2800	30
10	4500	7	150 – 4500	50
12	5500	7	210 – 5500	65

Table 6a: Dimension Limits for Meters With Threaded Ends

Meter Size (Inches)	Laying Length (Inches)	Nominal Thread Size (Inches)	Length (Inches)	Nominal NPT Thread Size (Inches)
$\frac{3}{8} \times \frac{3}{8}$	7 ½	1	2 ½	$\frac{3}{8}$
1	10 $\frac{3}{4}$	1 $\frac{1}{4}$	2 $\frac{5}{8}$	1
1.5 (Internal NPT)	12 $\frac{5}{8}$	1 ½	---	---
1.5 (External NPSM)	12 $\frac{5}{8}$	2	2 $\frac{5}{8}$	1 ½
2 (Internal NPT)	15 $\frac{1}{4}$	2	---	---
2 (External NPSM)	15 $\frac{1}{4}$	2 ½	3	2

Table 6b: Dimension Limits for Flanged Meters

Meter Size (Inches)	Length (Inches)	Width (Inches)	Height (Inches)	Centerline of Outlets to Base (Inches)
1 ½	13	9	17	6 ½
2	17	9 ½	20	8 ½
3	24	14	28	13 ½
4	29	15 ½	28	14
6	36 ½	21	31	15 ½
8	43 $\frac{3}{4}$	27 ½	31	16
10	60	29	35	20 ½
12	68	31	42	21

3.4 Specifications for 3 Inch Fire Hydrant Meters

Scope

This specification covers 3 Inch Fire Hydrant meters and the materials and workmanship employed in their fabrication. Meters manufactured and cataloged within the continental United States for at least five years are preferred. Proposers shall identify the first year that each proposed meter was installed in the United States. Proposers shall provide three (3) references indicating the name of cities where meters have been installed during the previous five-year period and a point of contact that AUD may contact if desired.

All specifications for this section meet or exceed AWWA C701-19. All meters, connectors, and couplings shall be Lead Free only, to comply with "Use of Lead Free Pipes, Fittings, Fixtures, Solder, and Flux for Drinking Water", Subpart B §§143.10 - 143.20, 42 U.S.C. 300g-6 and 300j-21. All meters shall be new, ready for installation at delivery, and shall be delivered FOB. Meters shall be compatible with AUD's current AMI network manufactured by AMI Vendor. Any meters that cannot adapt to AMI Vendor's technology will not be considered.

Proposers shall provide current literature, describing in detail each meter proposed. In addition, each proposer shall supply any warranties or applicable meter exchange programs. Failure to comply can result in rejection the entire proposal.

It is the responsibility of the proposer to carefully examine and understand all aspects of the specifications and to become familiar with the requirements set forth.

Any variations from the specifications must be listed on a separate sheet attached to the proposal. This sheet will carry the heading "Exception to Proposal". Explanations or exceptions listed in a cover letter format and submitted with the proposal will not be considered acceptable.

Each proposer shall define the services to be provided as they relate to parts and services for all water meters. A representative of the successful proposer must visit AUD a minimum of four times per year to discuss parts, service, meters, and register matters.

Meters shall comply with all requirements as identified below. By submission of a proposal, the proposer is stating that they understand and agree to the conditions set forth and the process by which it will be accompanied.

Affidavit of Compliance

If declared the successful proposer, and affidavit of compliance shall be submitted by the manufacturer and/or vendor that the products furnished under AUD's order comply with all applicable requirements and that all of the provided information on the evaluation sheets is correct. Failure to meet any part of the specification shall be sufficient cause for rejection of the proposal.

Casings

Casings shall comply with the following requirements:

- At a minimum the meter bottom case shall be made of a coated aluminum to ensure a lightweight portable solution.
- Meters shall have an outer case with a separate, removable measuring chamber or cage in which the turbine operates. Castings shall not be repaired in any manner. The inlet and outlet shall have a common axis. Connection flanges shall be parallel.
- The size, model, and direction of flow through the meters shall be molded or cast in raised characters on the top side of all outer cases. Casings and bottom plates of meters shall be manufactured in accordance

with AWWA C701-19. AUD reserves the ability to request a sample meter for evaluation to ensure it meets all requirements.

- Main casings, register box rings and lids, measuring cages or chambers, measuring turbines, turbine spindles, and gear trains shall be made of a material identified as suitable in C701-19. AUD will not accept breakable (frost-protection) covers.
- Casings and bottom plates shall be capable of withstanding a hydrostatic burst pressure of 600 psi, and the housing shall be designed so that the accuracy of the meter is not affected at a working pressure of 150 psi.
- External fasteners shall be made of a suitable material as defined in C701-19.
- Main case flanges shall be in accordance with AWWA C701-19. Flange connection faces will have a “phonograph” finish.

Class

All meters in this specification shall be Class 2 meters and meet the associated requirements in AWWA C701-19. All meters shall be clearly marked as such on the external surface of the meter.

Manufacturing Lead Time

Proposers shall provide their standard lead time for manufacturing of water meters. This timeline should encompass from issuance of purchase order to ship date, and should be based on the average order fulfillment time over the past 18 months.

Operating Characteristics

Meters shall, at a minimum, meet the requirements identified in Table 5.

Parts

As part of their proposal, proposer shall identify what percentage discount they will provide AUD from the most current published list prices for parts.

Performance

Registration accuracy over the normal operating range shall be $\pm 1.5\%$. All meters must also be certified for fire service and have the appropriate UL and FM certifications.

Registers

Registers shall be straight-reading and permanently sealed by the manufacturer. All registers should read in U.S. Gallons. All registers shall be encoder type registers. The register mechanism shall not be in contact with the water that is being measured. Either mechanical or electronic display-type registers will be accepted. In either case the register displays shall comply AWWA C701-19 4.3.5.1 – 4.3.5.2.10 as appropriate.

Register Boxes

The lid shall provide protection for the lens, and the lens shall be secured firmly in place. All register boxes must allow for encoder type registers in accordance with AWWA C707 as AUD requires all meters and registers to be compatible with our AMI network. Register boxes shall provide tamper-resistant features for all associated hardware as needed. The name of the manufacturer and a serial number shall be permanently marked on the lid of the register box.

Strainers

AUD will provide external strainers for all fire hydrant meters; no internal strainers are required.

Table 5: Minimum Operating Characteristics For 3 Inch Fire Hydrant Meters

Normal Operating Range (gpm)	5 – 400
Continuous Operating Range (gpm)	500 maximum
Low Flow (gpm)	4
Weight (lbs.)	No more than 32
Maximum Working Pressure	150
Maximum Intermittent Flow	525
Maximum Temperature	120

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3.5 Specifications for 5/8 x 3/4, 1, and 1.5 Inch Remote Shutoff Water Meters

Scope

This specification covers remote operation cold water meters in the specified sizes. AUD is interested in purchasing a limited number of Solid State remote operation meters for certain use cases. AUD will accept either internal or external valves. If an external valve is used proposer must identify the additional length required so that AUD can identify possible meter box fitment issues. This is a subcategory of the meters described in category 2, as such detailed specifications for this subcategory are not provided. Rather any meter submitted under this category must meet all specifications as listed in Category 2, Type 1 Solid State Meters.

Affidavit of Compliance

If declared the successful proposer, and affidavit of compliance shall be submitted by the manufacturer and/or vendor that the products furnished under AUD's order comply with all applicable requirements and that all of the provided information on the evaluation sheets is correct. Failure to meet any part of the specification shall be sufficient cause for rejection of the proposal.

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Appendix A: Evaluation Criteria



CRITERIA FOR EVALUATION

Evaluation Process

All proposals will be evaluated by an Augusta, Georgia Selection Committee (Committee). The Committee may be composed of Augusta, Georgia staff and other parties that may have expertise or experience in the services described herein. The Committee will review the submittals and will rank the proposers. The evaluation of the proposals shall be within the sole judgment and discretion of the Committee. All contacts during the evaluation phase shall be through the Augusta, Georgia Procurement Office only. Proposers shall neither contact nor lobby evaluators during the evaluation process. Attempts by Proposer to contact members of the Committee may jeopardize the integrity of the evaluation and selection process and risk possible disqualification of Proposer.

The Committee will evaluate each proposal meeting the qualification requirements set forth in this RFP. Proposers should bear in mind that any proposal that is unrealistic in terms of the technical or schedule commitments may be deemed reflective of an inherent lack of technical competence or indicative of a failure to comprehend the complexity and risk of Augusta, Georgia's requirements as set forth in this RFP.

If needed, the selection process will include oral interviews. The consultant will be notified of the time and place of oral interviews and if any additional information that may be required to be submitted.

Cumulative Scores will include the total from Phase 1 and Phase 2. It is the intent of the Owner to conduct a fair and comprehensive evaluation of all proposals received. **The contract for this project/service will be awarded to the proposer who submitted a proposal that is most advantageous to the Owner.**

Evaluation Criteria

Proposals will be evaluated according to each Evaluation Criteria and scored on a zero to five point rating. The scores for all the Evaluation Criteria will then be multiplied according to their assigned weight to arrive at a weighted score for each proposal. A proposal with a high weighted total will be deemed of higher quality than a proposal with a lesser-weighted total. The final maximum score for any project/service is five hundred (500) points.

Rating Scale		
1	Poor	Below average, falls short of expectations, is substandard to that which is the average or expected norm, has a low probability of success in achieving project/service objectives per RFP. 0% of the available points assigned to the category.
2	Marginal	Has a reasonable probability of success, however, some objectives may not be met. 25% of the available points assigned to the category.
3	Adequate	Acceptable, achieves all objectives in a reasonable fashion per RFP specification. This will be the baseline score for each item with adjustments based on interpretation of proposal by Evaluation Committee members. 50% of the available points assigned to the category.
4	Good	Very good probability of success, better than that which is average or expected as the norm. Achieves all objectives per RFP requirements and expectations. 75% of the available points assigned to the category.
5	Excellent	Exceeds expectations, very innovative, clearly superior to that which is average or expected as the norm. Excellent probability of success and in achieving all objectives and meeting RFP specification. 100% of the available points assigned to the category.

The Evaluation Criteria Summary and their respective weights are as follows:

1. Completeness of Response (Pass/Fail)

- a. Responses to this RFP must be complete. Responses that do not include the proposal content requirements identified within this RFP and subsequent addenda and do not address each of the items listed below will be considered incomplete, be rated a Fail in the Evaluation Criteria and will receive no further consideration. Responses that are rated a Fail and are not considered may be picked up at the delivery location or returned to the vendor (at vendor's expense). Please provide shipping instructions and/or fees upon the completion of the competitive process.

Conflict of Interest Statement (Pass/Fail)

- b. Discloses any financial, business or other relationship with the Augusta, Georgia that may have an impact upon the outcome of the contract or the construction project/service.
- c. Lists current clients who may have a financial interest in the outcome of this contract or the construction project/service that will follow.
- d. Discloses any financial interest or relationship with any construction company that might submit a bid on the construction project/ service.

2. Qualifications & Experience (20 points)

- a. Relevant experience, specific qualifications, and technical expertise of the firm and sub-consultants/proposers to conduct the required services as listed in this RFP and adhering to all required license requirement for federal, state and local services.

3. Organization & Approach (15 points)

- a. Describes familiarity of project/service and demonstrates understanding of work completed to date and project/service objectives moving forward
- b. Roles and Organization of Proposed Team
 - i. Proposes adequate and appropriate disciplines of project/service team.
 - ii. Some or all of team members have previously worked together on similar project/service(s).
 - iii. Overall organization of the team is relevant to Augusta, Georgia needs.
- c. Project and Management Approach
 - i. Team is managed by an individual with appropriate experience in similar project/services. This person's time is appropriately committed to the project/service.
 - ii. Team successfully addresses all requirements of this RFP.
 - iii. The team and management approach responds to project/service issues. Team structure provides adequate capability to perform both volume and quality of needed work within project/service schedule milestones.
- d. Roles of Key Individuals on the Team
 - i. Proposed team members, as demonstrated by enclosed resumes, have relevant experience for their role in the project/service.
 - ii. Key positions required to execute the project/service team's responsibilities are appropriately staffed.
- e. Working Relationship with Augusta, Georgia
 - i. Team and its leaders have experience working in the public sector and knowledge of public sector procurement process.
 - ii. Team leadership understands the nature of public sector work and its decision-making process.
 - iii. Proposal responds to need to assist Augusta, Georgia during the /service.

4. Scope of Services to be Provided (25 points)

- Complete proposal per category as appropriate
- Proposed meters meet all stated requirements
- Commitment to length of project
- Ability to meet desired cost structure
- Ability to provide AUD's desired meter type(s)

5. Financial statements (5 points).

Provide financial information that would allow proposal evaluators to ascertain the financial stability of the Proposer.

- a. If a public company, include a recap of the most recent audited financial report.
- b. If a private company, provide a recap of the most recent internal financial statement; and a letter, on the financial institution's letterhead, stating financial stability.

6. Schedule of Work (5 points).

- a. Availability of staff to complete task order as assigned.
- b. The schedule addresses all knowledgeable phases of the project/service, in accordance with the general requirements of this RFP.

7. References (5 points)

All proposers shall include the name, address, e-mail, fax, and telephone numbers of at least three (3) clients for whom projects similar in size and scope have been completed. Contact information should be current.

8. Presentation by Team (10 points) (Optional)

Team presentation conveying project/service understanding, communication skills, innovative ideas, critical issues and solutions.

9. Q&A Response to Panel Questions (5 points) (Optional)

Proposer provides responses to various interview panel questions.

10. Cost/Fee Proposal (10 points maximum weighted value *5)

Fee is to submitted in a separately sealed envelope.

- a. Lowest Fee 10
- b. Second 6
- c. Third 4
- d. Fourth 2
- e. Fifth 1

Phase 1														
No.	Evaluation Criteria	Rating (0-5)	Weight	Score (Rating * Weight)										
1	Completeness of Response <ul style="list-style-type: none"> Package submitted by the deadline Package is complete (includes requested information and current licensure as required per this solicitation) 	N/A	Pass/Fail	Pass/Fail										
2	Qualifications & Experience <ul style="list-style-type: none"> Experience with customers of similar size and infrastructure Ability to support proposed schedules and timelines Previous AUD experience with solicited products 		20											
3	Organization & Approach <ul style="list-style-type: none"> Proven experience working with customers of similar size Logistical capability to meet requirements over life of project 		15											
4	Scope of Services <ul style="list-style-type: none"> Complete proposal per category as appropriate Proposed meters meet all stated requirements Commitment to length of project Ability to meet desired cost structure Ability to provide AUD's desired meter type(s) 		25											
5	Financial Stability <ul style="list-style-type: none"> Financial strength & stability Contract fulfillment track record 		5											
6	Schedule of Work		5											
7	References		5											
Phase 1 Total														
Phase 2 (Optional – Numbers 8 and 9)		Rating (0-5)	Weight	Score (Rating * Weight)										
Any proposers that received a rating of lower than 3 in any category from Phase 1 will not be considered for Phase 2.														
8	Presentation by Team		10											
9	Q&A Response to Panel Questions		5											
10	Cost/Fee Proposal Consideration <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Lowest Fee</td> <td style="width: 40%;">10 Points</td> </tr> <tr> <td>Second</td> <td>6 Points</td> </tr> <tr> <td>Third</td> <td>4 Points</td> </tr> <tr> <td>Fourth</td> <td>2 Points</td> </tr> <tr> <td>Fifth</td> <td>1 Point</td> </tr> </table>	Lowest Fee	10 Points	Second	6 Points	Third	4 Points	Fourth	2 Points	Fifth	1 Point		10	
Lowest Fee	10 Points													
Second	6 Points													
Third	4 Points													
Fourth	2 Points													
Fifth	1 Point													
Phase 2 Total														
Total			100											

SELECTION PROCESS

EVALUATION PROCESS:

A Selection Committee will review all proposals submitted in response to this RFP. The selection committee will rank the firms based upon cost as well as the quality and content of their proposal.

Each response to this RFP shall be subject to the same review and assessment process. Proposals will be evaluated and ranked on the basis of points awarded by an evaluation committee. A description of the factors which will be analyzed, and the relative weight accorded is included in the specifications. Augusta will not consider the proposal of any Offeror who lacks accreditation or authorization to provide the Services requested.

Phase One Criteria (Identify short listed offerors only)

The Interim Procurement Director, in consultation and upon the recommendation of the head of the using agency, shall select from among the offerors no less than three (3) offerors (the "short-listed offerors") deemed to be the most responsible and responsive; provided, however, that if three (3) or less offerors respond to the solicitation, this requirement will not apply. The selection of the short-listed offerors shall be made in order of preference. From the date proposals are received by Interim Procurement Director through the date the contract is awarded, no offeror may make substitutions, deletions, additions or other changes in the configuration or structure of the offeror's teams or members of offeror's teams prior to award.

It is the intent of the Owner to conduct a fair and comprehensive evaluation of all proposals received. The contract will be awarded to the proposer who submitted a proposal that is most advantageous to the Owner.

Your team will be evaluated on the basis of how well your firm and its individual professionals meet the criteria outlined including general and specific selection criteria. **Based on the Evaluation Criteria, Augusta reserves the right to select more than one firm to provide the requested services. Please submit your proposal in a concise written tabulated format, indexed and organized. The recommended firm and contract will be presented to the Augusta Commission for final approval.**

Each submittal must respond to the requested information for each section.

Phase Two Criteria

(Rank the company that best address scope of service/ technical proposal as outlined in the specifications to be in the best interest of Augusta, Georgia).

After an initial screening process, a technical question and answer conference or interview will be conducted, if deemed necessary, to clarify or verify the offeror's proposal and to develop a comprehensive assessment of the proposal. Offerors will present their proposals and demonstrate their offered products to the Evaluation Committee. This process will result in the selection of the successful vendor who, through contractual agreements will undertake the scope of work.

Price Proposals

Price is not the driving factor of this award and shall be considered as follows: In making this decision, the Using Agency and the Procurement Director shall take into account the estimated value, the scope, the complexity and the professional nature of the services to be rendered. Should the Using Agency and the Procurement Director be unable to negotiate a satisfactory contract with the offeror considered to be the most responsible and

responsive at a price for the Using Agency and the Procurement Director determines to be fair and reasonable to Augusta, Georgia; negotiations with that offeror shall be terminated. The Using Agency and the Interim Procurement Director shall then undertake negotiations with the second most responsible and responsive short-listed offeror. If negotiations with the second most responsible and responsive short-listed offeror are unsuccessful, negotiations shall be terminated and the Using Agency and the Interim Procurement Director shall then undertake negotiations with the third most responsible and responsive short-listed offeror. Should Using Agency and the Interim Procurement Director be unable to negotiate a contract with any of the short-listed offerors, the Using Agency and the Procurement Director and the using agency may select from the additional offerors that were not short-listed in order of their responsibility and responsiveness and the Using Agency and the Interim Procurement Director may continue negotiations in accordance with this section until an agreement is reached.

Price information shall be separated from the proposal in a sealed envelope and opened only after the proposals have been reviewed and ranked. The names of the respondents will be identified at the proposal opening; however, no proposal will be handled so as to permit disclosure of the detailed contents of the responses until after award of contract. A record of all responses shall be prepared and maintained for the files and audit purposes.

While cost is not the driving factor, the committee will also review qualifications and past performance.

Final negotiations and letting the contract. The Committee shall rank the technical proposals, open and consider the pricing proposal. Award shall be made or recommended for award through the Augusta, Georgia Administrator, to the most responsible and responsive offeror whose proposal is determined to be the most advantageous to Augusta, Georgia. No other factors or criteria shall be used in the evaluation. The contract file shall contain a written report of the basis on which the award is made/recommended. The contract shall be awarded or let in accordance with the procedures set forth in this Section and the other applicable sections of this chapter.

Final Selections

The Evaluation Committee will present their recommendation to the appropriate oversight committee for review and recommendation. The Augusta Board of Commissioners will make the final decision.

Price shall be submitted in a separate sealed envelope with the following information on the outside of it: **Fee Proposal for RFP 25-174 Water Meters.**

When in the best interest of the Augusta, Georgia, Augusta reserves the right to request additional information and to request a “Best and Final” offer.

Appendix B: Current Augusta Meter Distribution

The following table provides approximate information about meters currently installed in the Augusta water system as of 1 November 2024. It is not guaranteed to be completely accurate, but rather to give an estimate of our current meters.

Size (Inches)	Count
5/8	55
5/8 x 3/4	67,691
1	2,807
1 x 1 1/4	1
1 1/4	3
1 1/2	1,106
1 1/2 x 2	1
2	1,255
2 x 5/8	1
3	345
4	209
6	141
8	67
10	12
12	16
18	3
20	2

Manufacturer	Count
Badger	53,978
Diehl	2
Flowmeter	2
Hersey	6
Krohn	3
Master Meter	1,360
Mueller	15
Neptune	1,495
Rockwell	1,383
Sensus	2
Unknown	15,458

Total	73,715
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Appendix C: Service Locations

AUD is providing a list of current service locations with addresses and meter size, accurate as of 1 November 2024, in an excel file as well as the same data in a SHP file format. The data can be found in a folder in AUD's Dropbox at the following URL:

https://www.dropbox.com/scl/fo/9ff5poefiz8pisjye699j/AA0b2_IW8PP7fMZca9gcqXc?rlkey=m69lr1ujh1yivveb6sx4kkoau&st=6c1f6pre&dl=0

or for convenience:

<https://tinyurl.com/nnjebcrv>

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Appendix D: Cost Proposal

Cost proposal-One (1) unbound original Cost Proposal and one (1) electronic copy of cost proposal on USB flash drive are to be submitted in a separately sealed envelope with the following information on the outside of it: Fee Proposal for RFP 25-174 Water Meters. Electronic versions of the pricing must be submitted in Excel format. Electronic versions of the pricing must be submitted in Excel format.

The cost proposal is included as an electronic copy on the thumb drive entitled “Cost Proposal.xlsx”. Vendors are required to use the excel format when submitting pricing and are required to submit an electronic copy in excel format with your submittal.

Prices must remain effective for a minimum of three (3) years from the date of award with the options to extend for two (2) additional one (1) year terms totaling five (5) years. Vendor is to supply an escalation percentage for the two (2) one (1)-year extension options. Any percentage increase for each of the two one-year options shall be included in the fee proposal.

The cost proposal worksheet is included below as a point of reference. The file name is “Cost Proposal.xlsx”. Proposers should make minimal changes to the format of the file in order to ensure clear and understandable pricing; any changes to the worksheet **shall** be documented in an attached document describing any changes made.

Proposers shall ensure all fields are filled out in order for their proposal to be considered. The “Exception” field is included in the cost proposal in order to identify those meters that the manufacturer does not offer as an Ultrasonic water meter for Categories 2 or 3 or Type 1 for Category 2, as described in the specifications, or any other exceptions to meter types and sizes not otherwise identified in the specifications.

If the proposer is declaring an exception to the requirements for a size and/or type of water meter, they must select “Yes” for the appropriate meters and describe the exception in an attached document. For each exception the proposer shall specify what the exception to requirements is and their proposed alternative. Proposers **must** offer an alternative for any exception or their proposal shall be considered non-responsive.

The “**Additional Costs**” section of the cost proposal worksheet is intended for proposers to use in order to identify costs not directly resulting from the purchase of water meters, such as software or hardware required for use during installation. The reason for these costs shall be recorded in the worksheet in column L, and the costs will be included in the total cost of the proposal.

For **Category 1** only, AUD is requesting costs for registers only for each size of meter. We may choose to purchase only registers during the first three years for our existing PD meters as we complete our meter replacement program. If proposers offer a single register capable of being used with multiple sizes of water meters, they are shall still provide a price proposal for each size.

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Fee Proposal

Category 1

Category 1 - 5/8 x 3/4 to 2 Inch PD Meters															Additional Costs						
Meter Size/ Type (Inches)	Manufacturer	Model	Manufacturer Part Number	Exception?	Estimated Quantity Year 1	Unit Price, Year 1 (each)	Estimated Quantity Year 2	Unit Price, Year 2 (each)	Estimated Quantity Year 3	Unit Price, Year 3 (each)	Estimated Quantity Year 4	Unit Price, Year 4 (each)	Estimated Quantity Year 5	Unit Price, Year 5 (each)	Net Price	Product	Quantity Required	Reason Required	Unit Price (each)	Net Price	
5/8x3/4					25		100		100		100		175		\$0.00					\$0.00	
Register Only					150		700		700						\$0.00					\$0.00	
1					1		2		2		2		3		\$0.00					\$0.00	
Register Only					20		100		100						\$0.00					\$0.00	
1.5					20		100		100		100		150		\$0.00					\$0.00	
Register Only					20		100		100						\$0.00					\$0.00	
2					1		2		2		2		3		\$0.00					\$0.00	
Register Only					20		100		100						\$0.00					\$0.00	
Total (Annual):						\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	\$0.00	Total:					\$0.00

Parts Discount:

Term of Award: The contract award will be a three (3) year contract with two (2) one (1)-year options. Any percentage increase for each of the two (2) one (1) year

Total Cost: \$0.00

Fourth Year Increase	%
Fifth Year Increase	%

Category 2

Category 2 - 5/8 x 3/4 to 8 Inch Type 1 Solid State Meters															Additional Costs						
Meter Size/ Type (Inches)	Manufacturer	Model	Manufacturer Part Number	Exception?	Estimated Quantity Year 1	Unit Price, Year 1 (each)	Estimated Quantity Year 2	Unit Price, Year 2 (each)	Estimated Quantity Year 3	Unit Price, Year 3 (each)	Estimated Quantity Year 4	Unit Price, Year 4 (each)	Estimated Quantity Year 5	Unit Price, Year 5 (each)	Net Price	Product	Quantity Required	Reason Required	Unit Price (each)	Net Price	
5/8x3/4					3000		13700		13700		13700		24400		\$0.00					\$0.00	
1					140		570		570		570		1000		\$0.00					\$0.00	
1.5					60		240		240		240		420		\$0.00					\$0.00	
2					30		130		130		130		230		\$0.00					\$0.00	
3					0		35		35		35		70		\$0.00					\$0.00	
4					0		3		3		3		6		\$0.00					\$0.00	
6					0		15		15		15		30		\$0.00					\$0.00	
8					0		7		7		7		14		\$0.00					\$0.00	
Total (Annual):						\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	\$0.00	Total:					\$0.00

Parts Discount:

Term of Award: The contract award will be a three (3) year contract with two (2)

Total Cost: \$0.00

Fourth Year Increase	%
Fifth Year Increase	%

Category 3

Category 3 - 2 to 12 Inch Type 2 Solid State Meters															Additional Costs						
Meter Size / Type (Inches)	Manufacturer	Model	Manufacturer Part Number	Exception?	Estimated Quantity Year 1	Unit Price, Year 1 (each)	Estimated Quantity Year 2	Unit Price, Year 2 (each)	Estimated Quantity Year 3	Unit Price, Year 3 (each)	Estimated Quantity Year 4	Unit Price, Year 4 (each)	Estimated Quantity Year 5	Unit Price, Year 5 (each)	Net Price	Product	Quantity Required	Reason Required	Unit Price (each)	Net Price	
2					0		130		130		260		260		\$0.00					\$0.00	
3					0		35		35		70		70		\$0.00					\$0.00	
4					0		25		25		50		50		\$0.00					\$0.00	
6					0		15		15		30		30		\$0.00					\$0.00	
8					0		7		7		14		14		\$0.00					\$0.00	
10					0		3		3		6		6		\$0.00					\$0.00	
12					0		2		2		4		4		\$0.00					\$0.00	
Total (Annual):						\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	\$0.00					Total:	\$0.00

Parts Discount:

Term of Award: The contract award will be a three (3) year contract with two

Total Cost: \$0.00

Fourth Year Increase %

Category 4

Category 4 - 3 Inch Aluminum Fire Hydrant Meters															Additional Costs						
Meter Size / Type (Inches)	Manufacturer	Model	Manufacturer Part Number	Exception?	Estimated Quantity Year 1	Unit Price, Year 1 (each)	Estimated Quantity Year 2	Unit Price, Year 2 (each)	Estimated Quantity Year 3	Unit Price, Year 3 (each)	Estimated Quantity Year 4	Unit Price, Year 4 (each)	Estimated Quantity Year 5	Unit Price, Year 5 (each)	Net Price	Product	Quantity Required	Reason Required	Unit Price (each)	Net Price	
3					1		3		3		3		5		\$0.00					\$0.00	
Total (Annual):						\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	\$0.00					Total:	\$0.00

Parts Discount:

Term of Award: The contract award will be a three (3) year contract with two (2)

Total Cost: \$0.00

Fourth Year Increase %

Fifth Year Increase %

Category 5

Category 5 - 5/8 x 3/4 to 1.5 Inch Remote Shut Off Capable Meters															Additional Costs						
Meter Size / Type (Inches)	Manufacturer	Model	Manufacturer Part Number	Exception?	Estimated Quantity Year 1	Unit Price, Year 1 (each)	Estimated Quantity Year 2	Unit Price, Year 2 (each)	Estimated Quantity Year 3	Unit Price, Year 3 (each)	Estimated Quantity Year 4	Unit Price, Year 4 (each)	Estimated Quantity Year 5	Unit Price, Year 5 (each)	Net Price	Product	Quantity Required	Reason Required	Unit Price (each)	Net Price	
5/8 x 3/4, Solid State					25		100		100		100		175		\$0.00					\$0.00	
1, Solid State					2		10		10		10		18		\$0.00					\$0.00	
1.5, Solid State					2		10		10		10		18		\$0.00					\$0.00	
Total (Annual):						\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	\$0.00					Total:	\$0.00

Parts Discount:

Term of Award: The contract award will be a three (3) year contract with two (2) one

Total Cost: \$0.00

Fourth Year Increase %

Fifth Year Increase %

Minority and Woman Owned Business Enterprise Program (M/WBE) Goal Waiver

The Minority and Woman Owned Business Enterprise Program (M/WBE) provides for goals to be set for Minorities and Women on all applicable Augusta, Georgia procurements over \$300,000 in value.

After careful review of the specific work categories available on this procurement and a review of the MBE and WBE firms available to perform a CUF on this procurement, the Goal Setting Committee has determined that neither a MBE nor WBE goal could be placed on this procurement. **As such, the M/WBE Waiver applies** and therefore, the M/WBE goal for this procurement is:

0 %

As a result of the M/WBE Goal on this procurement being ZERO, no M/WBE goal documents are required as a part of the procurement process. However, even when a solicitation does not contain a M/WBE goal (or the goal is set at zero), each Bidder must negotiate in good faith with each minority and woman owned business that responds to the Bidder's solicitation and each minority and woman owned business that contacts the Bidder on its own accord. All successful bidders are required to collect and maintain all records necessary for Augusta to evaluate the effectiveness of its M/WBE Program.

NO RESPONSE LETTER

PLEASE SUBMIT BY RESPONSE DUE DATE

RFP Item #25-174	Water Meters	Wednesday, June 18, 2025 @ 11:00 a.m.
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To: **Augusta, Georgia - Procurement Department**

This is to certify that _____, will not be submitting a response to the above referenced solicitation document prepared by Augusta Procurement Department.

Reason(s) for No Submission:

- Unavailability of required resources
- Prior commitments
- Inadequate anticipated funding Level
- Project Duration
- Potential conflict of interest
- Duplication of ongoing effort
- Other (please explain)

Authorized Representative:

Name: _____

Title: _____

Signature: _____

Date: ____/____/20____