

TOWN OF NORTH READING, MASSACHUSETTS

**REQUEST FOR PROPOSALS (RFP) FOR**

WATER METERS AND  
ADVANCED METERING INFRASTRUCTURE  
RFP No. W17-3001

The Town of North Reading (Owner) Department of Public Works herein solicits proposals for water meters and advanced metering infrastructure (AMI) hardware, software, and professional services. The Owner's program goals include equitable metering, improved customer service, and improved metering operations efficiency. The Proposer shall be responsible for the installation, configuration, interface with existing systems, and testing of the AMI, complete, in the Owners business environment.

Contract Documents may be viewed and downloaded as a Portable Document Format (PDF) file free of charge at [www.accentblueprints.com](http://www.accentblueprints.com). Copies may be obtained for a fee by completing an order online or by calling 978-362-8038 for each set. Completed orders may be picked up at the offices of Accent Printing 99 Chelmsford Road, North Billerica, MA 01862 (978-362-8038), from 9 a.m. to 4 p.m. Copies may also be shipped to prospective bidders for an additional charge to cover handling and mailing fees. All payments for printing and shipping are nonrefundable. Vendors who request the contract documents and other proposal documents must provide their contact name, business name, address, email address, and telephone number to assure that they will receive potential addenda, via email, to the address provided. Inquiries regarding the water meters and advanced metering infrastructure shall be sent, in writing, to Margaret McCarthy (McCarthyM@wseinc.com) at Weston & Sampson, 5 Centennial Drive, Peabody, Massachusetts 01960. In order to be considered, all inquiries must be received no later than seven (7) business days prior to the proposal submission date.

Proposers must submit separately sealed technical proposals and price proposals. Technical proposals must present evidence of qualifications and experience to fulfill the Owner's equipment and service requirements as described in the specifications. A Reference Statement and response to the Questionnaire for Proposers must be fully completed and included in the technical proposal envelope. The price proposal must include the Price Proposal Form itemizing expenses for the necessary services as well as the 20-Year Life Cycle Cost Analysis (LCCA) Forms. Proposers shall only use the Price Proposal Form and the LCCA Forms provided in this RFP. No outside documents shall be accepted. The General Instructions for Proposers and Specifications detail the proposal submittal requirements and evaluation criteria. Model Performance Bond, Payment Bond, and Purchase Order Agreement forms are included in the proposal documents for informational purposes.

Minimum Wage Rates as determined by the Director of the Department of Labor and Workforce Development under the Provisions of Massachusetts General Laws Chapter Section 26 to 27H, as amended, apply to this project. It is the responsibility of the Proposer, before bid opening, to request if necessary, any additional information on Minimum Wage Rates for those trades people who may be employed for the proposed work under this contract.

All material submitted by Proposers becomes the irrevocable and sole property of the Owner unless otherwise specified. The Owner shall be under no obligation to return any documents or material submitted by a Proposer, unless specified. The Owner may consider informal any proposal not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all proposals should the Owner deem it to be in the public interest to do so. All proposals for this project are subject to applicable laws of Massachusetts, including General Laws Chapter 30B, as amended.

Proposal for Water Meters and Advanced Metering Infrastructure must be received no later than 11:00 a.m., prevailing time, on April 27, 2017. Proposals shall be delivered to the Director's Office in the DPW Operations Building, 235 North Street, North Reading, Massachusetts, 01864.

Town of North Reading, Massachusetts  
March 2017

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