

January 6, 2020
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
Y20-165-TA / ADDENDUM # 2
SMALL METER INSTALLATION

REVISED Bid Opening Date: ~~February 11, 2020~~ February 18, 2020

This addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents. Underlining indicates additions, deletions are indicated by ~~strikethrough~~.

A. BID OPENING DATE has changed from ~~February 11, 2020~~ to February 18, 2020 at 2:00p.m.

B. QUESTIONS AND RESPONSES

1. On the Bid Items, please clarify the Pressure Pipes?
 - a. The County's potable and reclaimed water system is a pressurized piping system. Therefore the header for the sections is defined as pressure pipes.
2. Is the new meter installs for new serve locations where there has been no meter?
 - a. Yes, the new meter installs are for new serve locations where there have been no meters.
3. Seeking an update on access to appendixes A-D. They were either not attached or the link was bad.
 - a. Appendixes A-D are included in the specifications pdf file under the plans folder on the County's website.
4. What is the existing meter brand?
 - a. Neptune and Precision are the existing brands.
5. What is the replacement solution by brand and type?
 - a. Brand is contingent upon future County awarded contract. The current brand is Neptune with notating disc.
6. Is programming necessary?
 - a. No, programming is not necessary.
7. Will meters be installed in contiguous routes?
 - a. Work will be as needed, and this is unknown at this time.
8. What is the target start date for the project?
 - a. After the Contract is approved by Orange County Board of County Commissioners and is fully executed by both parties, the County anticipates 3 weeks. Prior to start of work, the Contractor will be required to attend a post award meeting to go over requirements.

9. Who takes possession of old meters?
 - a. The County will take possession of old meters per the requirements of the bid..
10. Would it be possible to obtain a Wage Determination for this specific project? What rate would this job fall under plumber, pipefitter, laborer?
 - a. The County will not determine pricing for the Contractor to submit.
11. Will Utility provide an electronic listing of addresses and account information
 - a. After award, an electronic listing of addresses will be provided as will account information needed to perform the work.
12. If collection of GPS points is required, is 1-5 meter accuracy acceptable?
 - a. GPS is not required.
13. Customer Notification – Are Mailers, Door Hangers required? Who provides?
 - a. Notification is immediately required before attempting the disconnection and installation per the bid documents. Once the service is completed a door hanger shall be filled out by the Contractor and left with the customer or on the door of the residence.
14. Do you have an Engineer's estimate for this project?
 - a. \$560,000.00 per year
15. Will this be a like for like exchange (same lay length)?
 - a. In some cases, yes.
16. How are meters currently being read?
 - a. The meters are currently being read manually.
17. What is the material of existing lids?
 - a. Material of existing lids include composite, plastic, or ferrous metal.
18. Are there existing holes in the lid?
 - a. There are provisions to open the lids, not necessarily holes.
19. How many lids do you anticipate replacing?
 - a. This is unknown and is not an integral part of this Contract..
20. What percentage of meter boxes is located in concrete or asphalt?
 - a. The County estimates less than 50%.
21. What is the composition of meter box? (material)
 - a. Existing meter boxes varies in composition. New meter boxes are a composite material of concrete and fiberglass.

22. What is size of meter boxes?
- a. Existing boxes vary in size. New single boxes are currently 11”Wx18”Lx12”D. New double boxes are 15”Lx27”Wx12”D. Those sizes are subject to change at any time.
23. Do all settings have shut off valves before the meters?
- a. No, not all settings will have shut-off valve. In the event those are encountered the Contractor will contact the County for direction.
24. Are all valves in the meter box?
- a. No. There are a small percentage of meters in more mature areas of the distribution network that are outside of a box.
25. What is the procedure for inoperable or broken valves?
- a. After contract execution, if inoperable or broken valve(s) are encountered, the Contractor shall contact the designated County representative. They will determine the type of response needed. In the even the Contractor breaks a valve(s) they will be responsible for the costs associated as outlined in the contract documents.
26. Will we be installing any additional product, i.e. broken stop valves, dual check valves, set box to grade?
- a. The Contractor will not be individually required to install separate components. However, the Contractor will be required to perform these items if it is part of the means and methods to successfully complete the work specified in the contract. The County will only require work be performed as outlined in the contract documents.
27. What is the average meter depth?
- a. Average depth is 1 foot.
28. What is the age of service lines?
- a. The age varies. The contractor may encounter service lines from the 1950’s.
29. (Ref: pg. 23, “Y20-165.pdf” / Item 20. Trench Safety Act) Does this section / act apply for the purposes of this contract?
- a. This will apply if there is any work that involves a trench.
30. (Ref: pg. 25, “Y20-165.pdf” / Item C. Meter Installation Personnel Qualifications) Are there any specific field personnel / meter installer licenses and/or certifications that are required to perform the associated field services under the term and conditions of this contract? If yes, please provide the associated details regarding all “contract specific” licensing and/or certification requirements.

- a. Technical Specifications, Section 1101, 1.2,2(b) has been removed. Additionally, Item 28, Minimum Qualifications, Item C-2, Copies of all licenses and certifications of all field personnel assigned to this contract shall be submitted with the bid response shall be deleted
31. (Ref: pg. 85, “Y20-165.pdf” / Article 6. Reference Points (if applicable)) Is this section applicable for the purposes of this contract?
- a. This is standard language. It may not be applicable, but we do not change the standard construction terms and conditions.
32. (General) It is our understanding that the County will be providing the required warehousing for the purposes of this contract. Please confirm.
- a. The County warehouses and will distribute only the items and material that will be provided by the County as outlined in the contract. The County will not warehouse items to be provided by Contractor. The County does not allow for materials or equipment owned by the Contractor to be warehoused on County property.
33. (General) It is our understanding that the County will be responsible for appointment schedule (as / where required). Please confirm.
- a. Yes, the County will provide the locations and work with the Contractor to determine schedules.
34. (General) If appointments are to be required, what will the associated scheduling format be based on (e.g. “window” appointment scheduling (e.g. 4 hour window to complete) or specific-time)?
- a. If an arrangement needs made based on initial contact, the Contractor shall coordinate that with the customer as specified in the contract documents.
35. (General) Is the Contractor to be responsible for capturing digital images on-site? If yes, please provide details as to the total number of pictures required per site and what the content of said pictures are to entail.
- a. The Contractor shall be responsible for capturing the digital images as specified in Section 01001.
36. (General) If digital images are required, who is responsible for providing the associated hardware to capture said images (ref: Contractor or County)?
- a. The Contractor shall provide the hardware.

37. (General) Is the Contractor required to capture GPS coordinates while on-site? If yes, to what precision and who is providing the required hardware to accommodate this (ref: Contractor or County)?
- a. See Q&A number 12 and response.
38. (General) Is it acceptable for the Contractor to include pricing notes for clarity purposes as part of their response?
- a. No. Providing anything besides pricing on the bid form as stated in the bid documents shall result in the bid being deemed non-responsive. If clarifications are required by the County, please submit them in writing. If bid form needs to be adjusted, please submit requests in writing. Bidder shall not take exceptions to the bid, including pricing notes for clarification.
39. (General) Is it mandatory that the Contractor provides a local office space for the purposes of this contract?
- a. No it is not mandatory.
40. (General) Are there any unique in-field service requirements (e.g. boats, ATVs, etc.)? If yes please provide associated details including total applicable metering applications.
- a. No.
41. (General) Please provide the approx. total number and/or percentage of in-town residential metering applications where the meter installer would require the use of a vehicle from premise to premise to ensure efficiencies (ref: lot frontage greater than 300’).
42. (General) Please provide the approx. total number and/or percentage of rural metering applications where the meter installer would require the use of a vehicle from premise to premise to ensure efficiencies (ref: large and/or small farms).
43. (General) Please provide the approx. total number and/or percentage of in-town, residential metering applications with lot frontage ranging from 100’ to 300’ (ref: estate lots/subdivisions).
- a. ANSWER 43-45
- i. The County does not catalog the information posed in the questions so an assumption had to be made to provide a logical answer. Anything under 0.5 acre is less than 300’ frontage and “rural” greater than 5 acre. See the following table:

acreage	count	pct
≤0.25	439150	78.72%

0.25 to 0.5	81865	14.68%
0.5 to 5	22069	3.96%
>5	14765	2.65%

44. (General) Please provide the approx. total number and/or percentage of residential metering applications which would be considered as “hard to access” and/or inaccessible (e.g. inside metering applications, backyards, gate access required, etc.).
- a. The County estimates less the 3%.
45. (General) Please provide the approx. total number and/or percentage of small commercial metering applications (e.g. strip malls, convenience stores, etc.).
- a. The County estimates less than 10%.
46. (General) Will all metering applications be “blended” and assigned concurrently within the County’s download file (ref: residential and small commercial)? If no, please provide the associated details regarding metering applications that are to be assigned separately (e.g. 500 small commercial meters are to be assigned separate from residential).
- a. Yes they will be blended, but no, they will not be assigned concurrently in all cases. The contractor shall determine how to schedule and execute the work assigned by the County in accordance with all requirements of the contract.
47. (General) Will the County’s download file to the Contractor be based on their current meter reading route sequencing order / structure? If yes, is said structure considered as efficient allowing for optimal in-field productivity (e.g. contiguous, “premise-to-premise” with no skips and minimal “dead walks”/downtime)? If no, please provide associated details (e.g. download file provided in street address order).
- a. No, the work will be distributed based on meters that have metered 1.5 million or more gallons or ten years of service in the County’s system. Currently no street address download file exists.
48. (General) As part of the County’s download file to the Contractor, will there be account specific notes (special instructions) and codes included that are currently being maintained and passed down to the manual meter reading system indicating physical meter locations, access issues, safety issues/alerts, etc. (e.g. “key” numbers, “bad dog”, “meter in backyard”, etc.)?
- a. If the County has the information available, it will be provided to the Contractor.
49. (General) Will secure, or non-secure, overnight parking be made available for the Contractor’s project related vehicles at the County’s warehouse or other facility(s)?

- a. No, overnight parking will not be made available for the Contractor's vehicles on any County property.
50. (General) Are there any mandatory County hosted training sessions for the Contractor's field personnel (e.g. County hosted "health & safety orientation")? If yes, how long is the session or sessions (e.g. ½ day)?
- a. No, there are no required training sessions for Contractor's field personnel.
51. (General) What metering technology is to be deployed by the County (e.g. Honeywell, Itron, Badger, etc.)?
- a. Analogue meters and boxes will be used.
52. (General) Will the Contractor be required to drill pit lids to accommodate the installation of the new technology? If yes, please provide total number of assumed lids by lid type (ref: cast iron versus plastic versus metal, etc.).
- a. No, the Contractor will not be required to drill pit lids.
53. (General) It is our understanding that the in-field service requirement is to encompass 100% of all existing water metering applications within the specified "per annum" service area (up to and including ¾") and is to be contiguous, premise-to-premise versus individual meters (e.g. all meters >10 years old) sporadically located throughout the County. Please confirm.
- a. Refer to question # 46 above
54. (General) By year (ref: "Base Year", "Option Year 1" and "Option Year 2"), please provide a geographical overview of where the associated meters will be located within the County's service territory.
- a. Work is to be performed as needed. There are no exact routes and information is not available. However, refer to attachment of 2020 Water Service Area Map. Bidder shall provide pricing with the understanding that work may be close in proximity, or may be distant.

C. ATTACHMENTS:

1. REVISED SECTION 01101 is attached and labelled this addendum.
2. WATER SERVICE AREA MAP 2020 is attached and labelled this addendum.

- D. All other terms, conditions, and specifications of the IFB remain unchanged.
- E. The Bidder shall acknowledge receipt of this addendum by completing the applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned not later than the date and time for receipt of the proposal.

Receipt acknowledged by:

Authorized Signature

Date Signed

Title

Name of Firm

SECTION 01101
SPECIAL
REQUIREMENTS

PART 1 - GENERAL

1.1 REQUIREMENTS

- A. The Contractor shall meet these minimum qualifications for meter installation and replacement.

1.2 MINIMUM CONTRACTOR QUALIFICATIONS

- A. Reference the contract front end for requirements that shall be met to qualify for the Meter Installation and Replacement Project.

1. Company Experience

a. Meter Installation Experience

- (1) Orange County requests a minimum of three (3) verifiable references where work of a similar size and scope has been successfully completed in the last 5 years by the bidding firm wherein they were performing as the prime or lead firm with responsibility for the management and performance of the work. Bids will be considered only from experienced and well-equipped contractors engaged in work of this type and magnitude. List similar work successfully completed within the last five years, giving the location, size, and rate of installation maintained throughout the project. The bidder shall specify the portion of the work undertaken by their firm. Reference projects shall include the following information:

- Brief description of the work completed
- Rate of installation maintained throughout the project
- Contracted amount
- Time required completing the project
- Contact names, phone numbers, addresses and email of the referenced project contact.

- (2) Contractor shall submit company QA/QC plan and procedures

2. Personnel Qualifications

a. Meter Installation Personnel Qualifications

- (1) Field Supervisor or Foreman shall have served in a similar role on a minimum of two (2) successfully completed meter replacement programs within the past 5 years that included at least 250 meter replacements.

1.3 SUBMITTALS

The Contractor shall submit a completed qualification form with the required

information, company resume and project personnel resumes.

For the life of this contract, any new hires and/or replacements of project personnel will require the Contractor to provide updated information to Orange County to review and approve prior to them starting. Any substitution of key personnel shall be approved in writing by Orange County.

**PART 2 - PRODUCTS (NOT
USED) PART 3 - EXECUTION**

3.1 CONTRACT COORDINATION MEETING

- A. Prior to commencing field activities, the Contractor shall attend a Coordination Meeting with the County. Contractor shall be prepared to discuss the following agenda items:
 - 1. Project contacts
 - 2. County notification procedures
 - 3. Public notification requirements
 - 4. Inspection QA/QC
 - 5. Deliverables
 - 6. Schedule

3.2 CONTRACTOR REPRESENTATIVE

- A. The Contractor shall designate a project representative who will be the point of contact throughout the project.
- B. The project representative shall coordinate all training with OCU staff, attend training and be responsible to have the project staff trained in OCU procedures and use of the GIS and Maximo systems.
- C. The project representative shall receive and distribute work orders generated for this project and coordinate all contract work.
- D. The project representative shall attend and participate in all project meetings.
- E. The project representative shall, at a minimum, meet the qualifications of the project Foreman as described above.

3.3 GENERAL PROGRESSION OF WORK

- A. Contractor shall submit an updated schedule of activities on a weekly basis.

- B. Contractor shall notify the County a minimum of 48-hours prior to any inspection work.
- C. All work shall be performed in an orderly, organized fashion, progressing through the project area(s) in a systematic manner. Contractor shall adhere to submitted and communicated schedules.

3.4 QUALITY ASSURANCE

The Contractor shall have a QA/QC plan and procedures to ensure accurate data collection, documentation and submittal.

END OF SECTION



Water Service Areas 2020



Legend

- MAJOR STREETS
- HYDROLOGY
- WATER TREATMENT FACILITY

WATER SERVICE AREAS

- EAST
- SOUTH
- SOUTHWEST
- WEST

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