



Water & Sewer Commission

CITY OF FREEPORT,

230 WEST STEPHENSON STREET, FREEPORT, ILLINOIS 61032

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City-wide water meter replacement and
Advanced metering infrastructure (AMI) fixed network program
Voluntary Pre-Bid Conference
July 13, 2011 11:00 am City of Freeport Council Chambers

Minutes

The attendees are listed in the attached attendance sheets. Denise Ihrig, City Engineer, opened the meeting with the following agenda items:

General – Bid Process

1. Bids shall be in a sealed envelope, only 1 bid form is required, if sent via a delivery company be sure to state that it is a bid and enclose the bid inside in a separate envelope clearly marked with the project title. Send all documents to the City Clerk's office.
2. It is a public bid opening. August 12, 2011 at 10:30am.
3. The three lowest responsive bidders will be presented to the Commission and the City Council for Intent to Award on August 15, 2011. Final Award will come after all loan documents have been signed no later than September 30, 2011.
4. A bid bond in the amount of 10% of the total project cost is due with the bid submittal.
5. Acknowledgement of Addenda is also required and shall be noted on the first page of the bid form starting page 11 of 82 of the IEPA front end documents. All addenda will be posted on the City's website and is the responsibility of the bidder to check for such addenda up to one (1) hour before the scheduled bid opening time.
6. Regarding the use of sub contractors, the bidder is responsible for the DBE Advertisement a minimum of 16 days in advance of the bid opening. The advertisement must appear in the Rockford Register Star and be sure to obtain the Certificate of Publishing as it is required with the bid submittal. See page 71 of 82 of the contract documents.

Contract Details

7. Certified Payroll is due weekly and must be complete to ensure timely payment. See page 14 of 82 for details on IDOL requirements regarding forms for the submittal of certified payroll.
8. Section 02646, Section 6.3(F) Call Center and Toll Free number for setting up appointments is a required. All calls received at the City will be redirected to the bidder's call center.
9. The use of Illinois Licensed Plumbers, a list of local vendors is available and in the bid packet, however, per section 662.10 of the Illinois Admin Code, no preference shall be used in evaluating bids that use local, the list is provided should the bidder wish to use local vendors.
10. Amendments to existing antennas for the installation of the AMI shall be with permission from the owner.
 - a. Additional comment from D. Ihrig – Contractor shall be responsible for securing FAA permits for antennae installations on proposed Burchard and/or Carroll Elevated storage tanks.

Ms. Ihrig (DI) opened the room to questions. Each question or discussion topic raised is listed below:

Q1. Is there acceptance of Certified Payroll via PDF?

A.1 D.I. will check with IDOL and the IEPA to see if this is an accepted practice.

Q2. Is there Ethernet or WIFI for the backhaul of data?

A.2. D.I. will work with the Commission's IT consultant Scott Trimble of Trimbleit to determine what is available for backhaul.

Q3. Do subcontractors need to be licensed with the City of Freeport also?

A.3. Yes.

Q4. Is the intent [of the City] to change from vertical installations to horizontal installations?

A.4. Yes, if space allows. The plumbing hours are available for that purpose, however we can add a unit price line item to reflect this more clearly.

Q5. Clarification required (non question) A clarification was requested on the intent [of the City] as to the use MIU/endpoint installations on Pit and Residential do they need to be mounted inside or outside.

A.5. DI will clarify in a second Addendum, the preference is inside. Sensus indicated an inside mount will increase infrastructure costs.

Q6. Does the City want the existing remotes removed or left in place?
A.6. The spec calls for removable and caulking the holes unless the property owner says otherwise. Again it was raised that this adds to the cost. DI will survey the service department and issue an addendum if a change is to be made.

Q7. Clarification of GPS accuracy, do we really want sub-metering at +/-3 or is within the property area adequate. The bidder identified this may drive up costs if a back pack unit is used versus a handheld.
A.7. DI said she will get back to the bidders, possible change in Addendum No. 2.

Q8. A change should be made to 02646 page 31 item 12 as it references bid line item 13. Line item 13 is a lump sum for AMI. In addition, are the plumbing hours to be used for the plumbing modifications and where should plumbing modification materials be included?
A.8. DI will send the change to the line item reference in Addendum No. 2 to correctly reference the work for 02646 Part 6.2 Section 12 page 31. DI will look into adding a line item to the bid schedule if necessary.