

# REQUEST FOR PROPOSALS



## MARCELINE, MISSOURI

**For Advanced Metering Infrastructure System**

**For Electric and Water Utilities**

Proposals must be delivered to:  
Jesse Wallis, City Manager  
City of Marceline  
116 N Main Street USA  
Marceline, MO 64658  
660.376.3528

**Proposal Due: August 22, 2025 @ 2:00 PM**



To Whom It May Concern:

You are invited to submit your **Sealed** Proposals for the purchase of ADVANCED METER INFRASTRUCTURE SERVICES for the City of Marceline's Electric and Water Department. Specifications are attached hereto and are considered part of the RFP package. A notification email to [ami-rfp@marcelinemo.us](mailto:ami-rfp@marcelinemo.us) is requested if you intend to submit a proposal.

Sealed Proposals will be received by the City Manager at 116 N. Main Street USA, Marceline, MO until August 22, 2025 at 2:00 pm.

The City of Marceline reserves the right to accept or reject any or all received Request for Proposal.

Should you have any questions regarding this RFP, please submit them via email to [ami-rfp@marcelinemo.us](mailto:ami-rfp@marcelinemo.us).

Sincerely,

Jesse Wallis  
Marceline City Manager

## Invitation to Request for Proposals

The City of Marceline, Missouri is accepting **Scaled** Proposals for Advanced Metering Infrastructure System to serve the current and projected needs of the City. The City intends to seek the most cost-effective solution, based on the representative criteria contained in the Request For Proposals (RFP). Submittals received by the due date will be publicly opened on August 22, 2025 at 2:00 pm in the Council Chambers located at Marceline City Hall, 116 N Main Street USA, Marceline, MO 64658. The results will be publicly read aloud.

The City reserves the right to waive informalities in the bids and reject any or all bids for any reason whatsoever at the sole discretion of the City. The successful bidder will be notified in writing.

Please contact Lindsay Krumpelman, City Clerk, Marceline City Hall, 116 N Main Street USA, Marceline, MO 64658, [Phone: 660.376.3528; Fax 660.376.3898] or [ami-rfp@marcelinemo.us](mailto:ami-rfp@marcelinemo.us) with any questions, to receive the meter addresses and/or to receive a proposal specification package. RFP packages are also available at [www.marcelinemo.us](http://www.marcelinemo.us).



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Jesse Wallis, City Manager

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## 2 Introduction

### 2.1 Project Overview

The City of Marceline’s primary objective is to contract with a qualified vendor to provide and install an Advanced Metering Infrastructure (AMI) System for Electric and Water Utilities. This RFP will cover a system-wide fixed network implementation. The City of Marceline wishes to obtain a system that provides the best long-term value over the system lifetime, while providing hourly readings (24 readings per day for 20 years).

The Vender shall provide and install all the hardware and software that together comprise the proposed AMI system. This includes meters, meter registers (in the case of retrofits), meter interface units, wire and wire connectors, data collection units, handheld programmers (if necessary), AMI control computers, a meter reading database or meter data management system (MDMS), and related software and interfaces. The software should be able to integrate with **Tyler Technologies' ERP PRO (Incode) Software**, which the City utilizes for its billing software. Software should be able to generate an acceptable export file (csv and fixed width text) to send to **Tyler Technologies' ERP PRO (Incode) Software**.

The proposal must include all costs for network deployment and data collector unit installation, configuration, testing and training. All site preparation and installation costs must be reflected in the data collection unit pricing.

Respondents must provide at least five (5) references of water and electric combo utilities using the proposed system that has been installed or supported by the respondents for over 5 years. Include at least two similar sized communities to Marceline. Include at least one reference that is in the State of Missouri. Include how long the system has been in operation, the total size of the utility, and how many endpoints are currently deployed.

### 2.2 About the City

The City of Marceline, or the “CITY” is a municipality located in the Linn and Chariton Counties of the State of Missouri. The CITY operates electric, water and sewer utilities. Electric power is purchased from NextEra and distributed to approximately 2,123 residents or 1,479 electric connections. There are approximately 1,098 water units. The service area is approximately 3.5 miles. Marceline employs a City Council - City Manager form of government. The total operating budget is approximately \$10,000,000. The number of full-time employees for the City is 29 in 8 departments.

Marceline’s approximate quantity of electric meters: 1,479

- 2S: 1,390
- 4S: 6
- 5S: 6
- 6S: 6
- 8S: 1
- 9S: 6
- 8/9S: 17
- 12S: 6
- 14S: 5
- 15S: 3
- 16S: 8
- 14/15/16S: 6
- 15/6S: 2

- 45/5S: 1
- 46/6S: 1
- J3S: 1
- 15/16K: 6
- 16/15K: 1
- LC2P (5S): 1
- LC2A: 1
- 9A: 2
- V-10A: 2
- TYPE V: 1

Marceline's approximate number of water meters: 1,098

- 5/8": 1,045
- 3/4": 12
- 1": 10
- 1.5": 9
- 2": 11
- 3": 10
- 4": 1

The following is the number of Iperl Meters or Omni Meter (if larger than 1") already installed from the list above:

- 5/8": 150
- 3/4": 4
- 2": 2

### **3. General Conditions**

#### **3.1 Reservations**

The CITY reserves the right to reject any or all RFP responses or any part thereof and/or to waive formalities, if such action is deemed to be in the best interest of the CITY. However, items listed as strictly enforced shall be so enforced.

The CITY is requiring a proposal for all necessary components to acquire a Fixed Base AMI project. The Vendor must include all components and be willing to supply any component of the RFP which the CITY in its sole discretion shall award; the CITY will accept only those components that are deemed to be in its best interest.

The CITY reserves the right, no later than the signing of an awarded contract to change any number of meters to not include a disconnection feature. For example, meters that power Railroad Crossings, street lights, etc.

The CITY reserves the right to cancel any contract, if in its opinion, there be a failure at any time to perform adequately to the stipulations of these conditions and the RFP which is attached and made part of this document, or in case of any attempt to willfully impose upon the CITY materials or products or workmanship which are, in the opinion of the CITY, of unacceptable quality. Any action taken in pursuance of this stipulation shall not affect or impair any rights or claim of the CITY to damages for the breach of any covenants of the contract by the successful Vendor. The CITY also reserves the right to reject the RFP and/or any Vendor who has previously failed to perform adequately after having been awarded a prior contract. Should the successful Vendor fail to furnish any item or items, or to timely complete the required work included in the RFP, the CITY reserves the right to withdraw such items or

required work from the operation of the RFP without incurring further liabilities on the part of the CITY thereby.

All items furnished must be completely new and free from defects unless specified otherwise with a warranty of not less than one year. No other items will be accepted under the terms and intent of the contract.

### **3.2 Questions, Requests for Clarification, and Suggested Changes**

The contact designated and identified below, is the sole point of contact for the CITY regarding the RFP from the date of issuance until the selection of the successful Vendor. Vendors are invited to submit written questions and requests for clarification regarding the RFP. The questions, requests for clarifications, or suggestions must be in writing and received by

Lindsay Krumpelman, City Clerk/ACM  
116 N Main Street USA, Marceline, MO  
Email: ami-rfp@marcelinemo.us

on or before 02:00 p.m, August 6, 2025 . The use of e-mail is encouraged. All inquiries should be marked “URGENT INQUIRY” “RFP – ADVANCED METERING INFRASTRUCTURE (AMI) SYSTEM”.

If the questions, requests for clarifications, or suggestions pertain to a specific section of the RFP, the page and section number(s) must be referenced. If a respondent discovers any significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in this RFP, the respondent should immediately notify the City Clerk in writing of such error and request modification or clarification of the RFP document.

The CITY assumes no responsibility for verbal representations made by its officials or employees unless such representations are confirmed in writing and incorporated into the RFP. Vendors must inform themselves fully of the conditions relating to the proposal. Failure to do so will not relieve a successful Vendor of his or her obligation to furnish all services required to carry out the provisions of this contract. The Vendor, in carrying out the work, must employ such methods or means as will not cause any interruption of, or interference with, the work of any other Vendor.

### **3.3 Anticipated Schedule**

The following is the current schedule as defined by the City of Marceline:

<b>Action</b>	<b>Anticipated Date</b>
Release and Issuance of the RFP	<b>July 18, 2025</b>
RFP Inquiries Deadline	<b>August 6, 2025</b>
Proposal Addendum Posting (if any)	<b>August 13, 2025</b>
Proposal Submission Deadline – 02:00 P.M. CST	<b>August 22, 2025</b>
Proposal Evaluation completed	<b>September 3, 2025</b>
Presentation to City Council	<b>September 10, 2025</b>
Anticipated City Council Award	<b>September 2025</b>
Award Contract	<b>October 2025</b>
Project Begin	<b>TBD</b>
Project Completion	<b>TBD</b>



### 3.4 Submission of Proposals

Vendors must furnish all information necessary to evaluate the bid proposal. Offers that fail to meet the mandatory requirements of the RFP will be disqualified. Verbal information provided by the Vendor shall not be considered part of the Vendor's response.

Vendors must submit the original and eight (8) printed copies of their Proposal, one (1) bookmarked pdf copy (entire proposal in one digital pdf document, with sections bookmarked), and supporting materials by:

**August 22, 2025 – 02:00 P.M. CST**

Send to:

Jesse Wallis, City Manager  
116 N Main Street USA  
Marceline, MO 64658

Clearly mark remitting Proposal: "SEALED PROPOSAL – Advanced Metering Infrastructure System “.

### 3.5 Proposal Requirements

This section outlines the information that must be included in your proposal. Vendors should review this list to ensure that their proposals include all requested information prior to submission.

1. The proposal must be signed and dated by a representative of the vendor's company who is authorized to sign contracts.
2. Vendors submitting proposals should allow for normal mail or delivery time to ensure timely receipt of their Proposal.
3. Failure to include any of the requested information within your Proposal may result in rejection/disqualification.
4. No negotiations, decisions, or actions shall be executed by the Vendor as a result of any discussions with any City of Marceline official, employee and/or consultant. Only those transactions provided in written form from the City of Marceline may be considered binding. Also, the City of Marceline will honor only written and signed transactions from a Vendor.
5. The costs of preparation and delivery of the bid proposal are solely the responsibility of the Vendor. No payments shall be made by the CITY to cover costs incurred by any Vendor in the preparation of or the submission of a proposal in response to this RFP or any other associated costs.
6. The contents of each vendor's proposal, including technical specifications for hardware and software, and hardware and software maintenance fees, shall remain valid for a minimum of 120 calendar days from the proposal due date.
7. Please note that the City of Marceline may not purchase all the applications or all the equipment listed in this Request for Proposal
8. The City of Marceline will be awarding a contract to a single vendor for all core applications. Vendors are allowed to provide a proposal that includes subcontractors, but the City of Marceline will be entering into a single agreement with one vendor acting as a Prime contractor. The Prime

contractor will be responsible for the timeliness, quality, and deliverables provided by any subcontractors under the Prime contractor's agreement.

9. Vendors submitting proposals are required to fill out and include the Exhibit A-Proposal Summary with their proposal.

### **3.6 Deviations to Specifications**

Proposals provided with deviations from stated specifications will automatically be rejected, unless signed written authorization has been received from the City acknowledging prior approval of deviations. On all required items, the Vendor shall indicate clearly the product (brand and model number). In addition, all deviations from the specifications must be noted in detail by the Vendor, in writing, at the time of the submittal of the formal RFP response. The absence of a written list of specification deviations at the time of submittal of the RFP response will hold the Vendor strictly accountable to the CITY to the specifications as written. Deviations not submitted, as required by the above, will be grounds for rejection of the material and/or equipment when delivered.

In such cases where a manufacturer's name or brand is specified, consideration of other brands will be made only if the said alternate brand is comparable and compatible with, or can successfully be substituted for the brand requested. It is the responsibility of the Vendor to pre-qualify products or services that may deviate from the written specifications. Failure to pre-qualify alternative products or services prior to opening of the RFP will be cause for elimination of the product(s) and service(s) from consideration. To pre-qualify alternative products or services contact the City via [ami-rfp@marcelinemo.us](mailto:ami-rfp@marcelinemo.us). Pre-qualification may require providing specifications, a sample product, and answering any and all questions concerning alternative product(s) and service(s). Pre-qualification is only authorized through written authorization signed by the City Manager.

Items that are listed as Strictly Enforced shall not be considered for substitution and shall result in immediate disqualification of the Vendor.

### **3.7 Warranty**

All equipment, accessories, and component parts shall be guaranteed by the Vendor to be new, free of defects in workmanship and design and to operate as specified and intended. The manufacturer's standard warranty or a minimum one year warranty, whichever is greater, shall be given to the CITY as of the effective date.. The effective date of the warranty shall be the date of functional operation and acceptance at 95% rate by the CITY.

#### **COPIES OF THE MANUFACTURER'S WARRANTY SHALL BE INCLUDED WITH EACH RFP RESPONSE.**

If, within the correction period, any defect or signs of deterioration are noted, which, in the opinion of the CITY, are due to faulty design and installation, workmanship, or materials, upon notification, the successful Vendor, at their expense, shall repair or adjust the equipment or parts to correct the condition, or they shall replace the part or entire unit to the complete satisfaction of the CITY. These repairs,

replacements or adjustments shall be made only at such time as will be designated by the CITY as least detrimental to the operation of the business. **Vendor must be capable of processing warranty claims.**

### **3.8 Interpretation**

Should any Vendor have any questions as to the intent or meaning of any part of this RFP, he should contact the CITY in time to receive a written reply before submitting his response.

### **3.9 Errors in Proposals**

Vendors or their authorized representatives are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting their response. Failure to do so will be at the Vendor's own risk and cannot secure relief on the plea of error. Neither law nor regulations make allowances for errors by either omission or commission on the part of the Vendor. In case of error in extensions or price in the bid, the unit price shall govern.

It shall be the responsibility of the Vendor to make sure that its response arrives at the proper place and time as required in the RFP. The CITY takes no responsibility for a response mailed to the wrong place, or for a response received late due to error or delay caused by the Postal Service. The Vendor should allow himself ample time and opportunity when hand carrying a response to the proper place, so that the response will be received on time.

### **3.10 Federal and State Laws**

All items (equipment, products, accessories, and services) supplied by the Vendor shall comply with all Federal and State standards, applicable and effective on the date of acceptance. All items must meet or exceed all existing Federal, State, and Local health, safety, lighting, emissions, and noise standards.

### **3.11 Prevailing Wage**

1. The Agreement shall be based upon the required payment by the Vendor of the prevailing hourly rate of wage for each craft or type of workman required to execute the Agreement as determined by the Department of Labor and Industrial Relations of Missouri. Wage Schedule #32 of Prevailing Hourly Wage Rates will be made available upon request.
2. The Vendor shall comply in all respects with Sections 290.210 through 290.340 RSMo.
3. The Vendor and each Subcontractor shall keep an accurate record showing the names and occupations of all workmen employed by him, together with the actual wages paid to each workman, which shall be open to inspection at all reasonable hours by the representatives of the Department of Labor and Industrial Relations of Missouri and the Owner.
4. The Vendor is advised of the fact that the prevailing hourly rate of wages is subject to change by the Department of Labor and Industrial Relations or by Court decision as provided by law during the life of this Agreement and such change shall not be the basis of any claim by the Vendor against the Owner nor will deductions be made by the Owner against sums due the Vendor by reason of such change.
5. The "Prevailing hours of labor" for all classification of laborers, workmen and mechanics to be employed in the work are eight (8) hours per day and forty (40) hours per week.

### **3.12 Insurance Requirements**

The Vendor shall purchase and maintain during the term of the contract the following insurance, at Vendor's expense:

- Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence / \$2,000,000 general aggregate written on an occurrence basis.

- Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by Vendor with a combined single limit of \$1,000,000 minimum.
- Workers Compensation insurance with statutorily limits required by any applicable Federal or state law and Employers Liability insurance with minimum limit of \$1,000,000 per accident.

Prior to commencing work, Vendor shall provide CITY certificates of insurance evidencing the required coverages. CITY's receipt or review of any certificate of insurance reflecting that Vendor or one of its subcontractors or suppliers has failed or may have failed to comply with any insurance requirement of the contract documents shall not constitute a waiver of any of CITY's insurance rights under the contract documents, with all such rights being fully and completely reserved by the CITY.

Vendor shall make CITY an additional insured on each policy of insurance that Vendor is required to maintain under the contract documents. Similarly, Vendor shall require insurance with the same coverage and limits from its subcontractors and suppliers, and their insurance policies shall be endorsed to name the same additional insureds as required of Vendor.

Each additional insured endorsement shall expressly afford coverage to the additional insureds not only arising out of the named insured's operations or work but also arising out of the named insured's completed operations.

Umbrella or Excess Liability may satisfy minimum liability limits required above for Commercial General Liability under and Umbrellas or Excess Liability policy. There is no minimum Per Occurrence limit of liability under the Umbrellas or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest Each Occurrence limit for either Commercial General Liability or Business Auto Liability.

Vendor agrees to endorse the City, its officers, agents, volunteers, lessees, invitees, and employees covered as an additional insured on the Umbrellas or Excess Liability and the Certificate of Insurance states that the Umbrella or Excess Liability provides coverage on a "Follow -Form" basis.

All completed operations coverages shall be maintained by Vendor and its subcontractors or suppliers for five (5) years following the completion of the Work.

Any coverage available to CITY as a named insured shall be secondary, so that the coverage to the CITY as an additional insured on the policies maintained by Vendor and subcontractors is primary.

If any of the required policies provide coverage on a claims-made basis: The retroactive date must be shown and must be before the date of the contract or the beginning of contract work. Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

CITY reserves the right to selectively trigger any one or more insurance policies that afford CITY coverage, whether as a named insured or as an additional insured.

Vendor agrees that CITY shall be provided at least sixty (60) days advance written notice of any cancellation or rescission of any policy that Vendor or any of its subcontractors or suppliers is required to maintain under the contract documents.

All policies, including umbrellas or excess, of insurance must be on a primary basis, non-contributory with any other insurance (including primary, excess, self-insurance, or any other basis) carried by the city.

No provision of this agreement shall constitute a waiver of the member's right to assert a defense based on sovereign immunity, official immunity or any other immunity available under law. For any claim or suit seeking damages from the Missouri municipality scheduled in this endorsement because of "bodily injury", "property damage", or "personal and advertising injury" caused by "your work", the coverage provided herein does not apply to any claim or "suit" which is barred by the doctrines of sovereign immunity, qualified immunity, and/or official immunity although defense of such actions will be provided. No provision of this condition of coverage, endorsement, or this policy, will constitute a waiver of this company's right to assert a defense based on the doctrines of sovereign immunity, qualified immunity, and/or official immunity.

If the Vendor maintains broader coverage and/or higher limits than the minimums shown, the CITY requires and shall be entitled to the broader coverage and/or high limits maintained by the Vendor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.

### **3.13 Hold Harmless**

To the fullest extent permitted by law, Vendor agrees to indemnify, defend and hold harmless the CITY, its officers, agents, volunteers, lessees, invitees and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of or related to any such suit, claim, damage, loss or expense involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses arising from or alleged to have arisen from your (Vendor) work or the work of any supplier or subcontractor, or their agents or employees, directly or indirectly, regardless of whether caused in part by the negligence or wrongdoing of CITY or any of its agents or employees

### **3.14 Payment and Performance Bond**

A Performance Bond and a Payment Bond each in the amount of one hundred percent (100%) of the Contract Price, with a corporate surety approved by the Owner, will be required for the faithful performance of the contract.

### **3.15 Affidavits**

Proposing Vendors are informed that pursuant to Section 285.530 RSMo as a condition of the award of any contract in excess of five thousand dollars (\$5000), the successful bidder shall, by sworn affidavit and provision of documentation, affirm its enrollment and documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection to the contracted services. Successful bidders shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. Proposing Vendors shall participate in E-Verify.

The project approved by this Ordinance is subject to the requirements of Section 292.675, RSMo, which requires all contractors or subcontractors doing work on the Project to provide and require its on-site employees to complete, a ten (10) hour course in construction safety and health approved by the Occupational Safety and Health Administration (“OSHA”) or a similar program approved by the Missouri Department of Labor and Industrial Relations which is at least as stringent as an approved OSHA Program. The training must be completed within sixty (60) days of the date work on the project commences. On-site employees found on the worksite without documentation of the required training shall have twenty (20) days to produce such documentation.

The Vendor shall also provide an affidavit for public benefits under Section 208.009 RSMo.

### **3.16 Tax Implications**

The CITY shall pay no sales, use, consumer, and like taxes, when applicable. The Vendor shall be responsible for securing at its sole expense any other necessary approvals, assessments, or required zoning changes. The CITY shall be responsible for personal property taxes and real estate taxes on the project. The Vendor shall be responsible for all taxes measured by the Vendor’s income.

### **3.17 Service Manuals**

The successful Vendor shall supply the CITY with two copies (hard copy and electronic copy) of the operation and service manual at the time of project acceptance.

### **3.18 Service**

VENDORS shall list the name and address of the nearest authorized service location. VENDORS must provide service phone number and describe the hours of duty.

### **3.19 Equipment Specifications**

Proposed equipment must meet the specifications and guidelines as stated herein.

### **3.20 Qualified Vendors Only**

It is the intention of the CITY to value service components after the sale as due and valuable consideration in this bid. As a provision of this requirement, all Vendors shall meet the minimum requirements as follows:

1. The Vendor must be the factory authorized distributor for the AMI system proposed and be capable of processing the warranty claims for the CITY.
2. The Vendor must have an on-staff, factory trained AMI support specialist with the sole responsibility of providing AMI system support and sales.

### **3.21 Ongoing Service Requirements**

Vendor must provide a detailed service plan for the ongoing AMI support. Service plan must detail options for providing service and technical support and meter inventory over the product usage period. Support services also need to be provided by in-house employees. Subcontractors will not be accepted.

### **3.22 The Evaluation of this Proposal Shall be Weighed as Follows:**

Price	30%
Meets the System Qualifications	30%
Local Service and Support	30%
Quality of the RFP Response	10%

### **3.23 Rights of Parties**

The CITY retains the right to award or not award the contract or any portion herein to the party most qualified in the CITY's sole discretion. Responding firms shall have the right to withdraw their response in the event that selection is not made within 60 days or final contracts are not negotiated. In this event, the CITY will have the right to choose from other subcontractors or re-list the work as outlined.

### **3.24 Proven System**

The proposed Fixed Base AMI technology manufacturer must have produced a fixed base system that has been in commercial use for a minimum of five years and must have a substantial number of completed water and/or electric fixed base systems currently deployed. Of the deployed systems, the manufacturer must have at least five (5) combined water and electric account utilizing its technology. To ensure the reliability of the system proposed, the manufacturer must have in service an acceptable number (100,000 or more) of AMI endpoint transmitters of the proposed equipment type.

### **3.25 Installation Aspects**

The CITY requires that the turnkey installation package includes:

- Installation of new water and electric meters (the City may elect to install the meters themselves) and corresponding water endpoints (Installation Fees total listed as a separate line item and not built into the price of individual component)
- Activation of new endpoints
- Industry standard holes are to be cut/drilled into lids where applicable
- Approximately 154 Iperl meters are currently in the ground and will need alteration to Remote Read instead of Scan Read and should be programed to do so.
- City elects to fix any broken shut-off or meter setter that prohibits water from being stopped to install new meters.
- Include 40 remote shut-off meters that can be turned off by computer/software for business along Main Street USA.
- Provide pricing option for all meters to be remote shut-off meters that can be turned off by computer/software.
- City obtains procession of all removed water meters.
- Electronically transfer new meter data to the utility billing software system (Tyler Technology – ERP / Incode)
- Provide or capture GPS data from meter location
- Digital photograph of meter reading and Meter I.D. numbers before and after installation

## **4 AMI System Overview**

### **4.1 Communications Method**

- A. Explain how your radio frequency works and any licensing possessed/required.
- B. What is the normal endpoint transmit power? What effect does the transmit power have on the battery warranty?
- C. Describe the RF modulation used by the Endpoints (narrow band, spread spectrum, etc.). What are the advantages of this type of modulation? Is this modulation “off the shelf” or is it designed specifically for AMI applications? Can the transmissions be easily decoded by commercially available RF equipment?

### **4.2 Data Collection Network**

- A. Vendor must provide an official RF Propagation Study from a licensed RF engineer or engineering firm that displays exact location and height of all data collection equipment and coverage patterns. The City will provide meter addresses for propagation study.
  - 1. The system as designed must provide for a meter read over a 4 day window for at least 98.5% of all meters in the service area.
  - 2. The study must identify all required collection infrastructure required for system operation.
  - 3. The study must identify any and all areas that are not covered in the propagation study. The Vendor shall provide and install any additional data collection equipment (receivers, collectors) required after endpoint deployment to achieve the coverage depicted in the RF propagation study.
  - 4. What provisions does the Vendor provide to ensure that the Utility will not have to purchase additional collector infrastructure due to system underperformance?
- B. Describe the ability of the system to provide overlapping coverage for a single meter.
- C. The system selected must have a 20 year operational life span. What warranties are offered on the Infrastructure? Is this warranty nationally published, or is the warranty being provided on a case-by-case basis?
- D. To avoid obsolescence and to allow for new technologies to be implemented, the infrastructure must utilize a configurable architecture that is capable of being updated and/or reconfigured remotely. How does your system allow for new technologies?
- E. The Utility wishes to maintain a Fixed Base Support and Extended Maintenance contract with the system Vendor.
  - 1. Outline specifically what is covered by the proposed Fixed Base Support and Extended maintenance contract. Does the contract include extended maintenance on the data collection units and overall network?
  - 2. Does the contract include labor to repair or replace damaged or defective data collection units?
  - 3. What is the response time of the Vendor or Vendor representative to repair damaged or defective data collection units?



4. Are there any offerings for an expanded/extended service agreements/warranty available? If so, please provide a description and associated costs.

F. The utility wishes to minimize the stocking requirements of the system components.

1. Are collection devices (collectors, receivers) built specifically for the utility, or universal?
2. Are the frequencies on these devices hard-coded or configurable per utility via software-defined radios?

G. Describe the primary data collection units (receivers, collectors) backhaul communications system (Ethernet, fiber, etc.). What is required to maintaining the backhaul system?

H. Primary data collection units (receivers, collectors) shall be capable of retaining at least 30 days of hourly reading intervals from all meters in their coverage area in the event that backhaul is lost or becomes unavailable for a period of time.

I. I. All data collection hardware (receivers, collectors, etc.) shall have on-board battery backup in the event of primary power interruption. How long will data collection devices continue to operate on battery power if primary power is lost? Describe battery backup for each type of device proposed. What is the life expectancy for the Backup Batteries and warranty?

J. What provisions are built into the system to prevent hourly data history loss in the event that a data collector fails and cannot be repaired for 3 to 4 days?

K. Vendors may submit their RF Propagation study maps in advance to the City for review, if they so choose (The 5 addresses that were removed via Addendum 1 of the prior RFP were removed from the meter address list provided with this RFP).

L. Please list accuracy range of your GPS in relation to actual meter location.

M. Please include in your final proposal a map with shading to designate estimated coverage per your proposal.

#### **4.3 Endpoint Units (Antenna should have the capability of being remotely mounted)**

A. For non-pit applications

1. The water endpoint electronics must be hermetically sealed in a high density polyethylene (HDPE) enclosure that is waterproof and provides operating temperature range of -22 F to 165 F (-30 C to 74C).

B. For pit or vault applications

1. The endpoint shall be water submersible, capable of operating in 100% condensing humidity and provides operating temperature range of -22 F to 165 F (-30 C to 74C).
2. The endpoint antenna shall be designed to be installed through the industry standard 1 3/4" inch hole in a pit lid (cast iron meter boxes with cast iron pit lid) with no degradation of transmission range. The antenna will be capable of mounting to various thicknesses of pit lids from 1/2" to 1 3/4" inch.

- C. Preference will be given to systems which can connect to meters without wire cutting or splicing. Describe connection method between endpoint and register. Is the battery sealed inside the unit or external?
- D. Endpoints shall provide a 20 year battery warranty while delivering hourly readings (24 readings per day). Describe any limitations in battery which would result from delivering 24 readings per day.
  - 1. Does the endpoint battery warranty include a replacement battery, or will a complete endpoint be furnished in the event the endpoint battery fails within the warranty period? If the warranty includes a replacement battery, describe the process for testing, diagnosing and replacing the endpoint battery.
  - 2. List any costs for connection (splicing) equipment required to replace the battery.
  - 3. Is this warranty nationally published, or is the warranty being provided on a case-by-case basis?
- E. To avoid obsolescence, the endpoints must utilize a configurable architecture that allows new technologies to be implemented. How does your system allow for new technologies to be implemented using the current hardware? Can your endpoints be updated and/or reconfigured remotely.
- F. The water endpoint must be capable of being received by either a handheld receiver, mobile receiver or fixed network receiver without special configuration or remanufacture.
- G. The endpoint must transmit the meter reading and a unique endpoint ID number.
- H. The endpoint must be capable of time synchronized reading to enable the water entering the system to be reconciled against the water that is consumed to aid in identifying system leaks.
- I. The endpoint must be capable of hourly reading the meter (24 readings per day) and transmitting the readings to the utility every 6 hours (4 transmissions per day - minimum).
  - 1. How often are hourly readings transmitted by the endpoints?
  - 2. Is hourly reading mode standard or an option?
- J. Endpoints shall transmit prior reading intervals in each transmission for redundancy. What is the ability of the system to prevent data loss in the event transmissions are not received for several days, or the data collection units are not operational for a period of time? How long can a data collector be down before hourly reading intervals are no longer available from the endpoints?
- K. The utility must be able to poll the endpoint to obtain current information.
  - 1. Customer service personnel require the ability to the poll current meter information. Can the endpoints be polled for their current reading? How long does it take for the meter to respond?
  - 2. Describe how the 2-way network functions, including the time it takes for changes to occur on the endpoint after sending a 2-way command.
- L. Endpoints shall have a leak detection alarm.

- M. Endpoints shall have a reverse flow alarm.
- N. Endpoints shall have an alarm indicating the endpoint failed to successfully read the water register.
- O. Endpoints shall have an alarm that indicates the battery is near the end of life.
- P. Endpoints must be available for compound water meters. Does your system accommodate compound meters using an endpoint for each register or a single register? Describe any limitations on the 20 year battery warranty when operating in dual port configuration, using a single endpoint if available, and while delivering hourly reading history.
- Q. Endpoints shall transmit reading data at least four (4) times per day to ensure up-to-date reading data for all meters on the system without user intervention. Describe how much hourly reading history is included in each transmission?
- R. Endpoints shall transmit both Endpoint ID and Register ID to ensure that accounts are properly billed after register changes occur in the field. Endpoints which transmit only the Endpoint ID will not be accepted.
- S. Endpoints shall be capable of detecting and transmitting a “cut wire” condition between the register and endpoint. Endpoint shall not continue to transmit the last good reading after a “cut wire” condition exists. Describe how the system detects and reports “cut wire” conditions.
- T. Endpoints shall store and transmit their GIS Coordinates for system diagnostic purposes. Alternately, the system must allow for GIS Coordinates to be stored in the Head-End for diagnostic purposes. If GIS coordinates must be collected separately during installation, costs to collect, store and present GIS Coordinates via the Fixed Base software must be reflected in the system proposal.
- U. Endpoints shall be capable of transmitting 8 register wheels from the meters proposed.
- V. Endpoints shall be capable of transmitting meter resolution as fine as 0.25 US Gallon for meters up to 1 inch, and as fine as 10 US Gallons for meters up to 8 inch.
- W. Please explain how your system communicates a power outage. Include estimated times for alarms and notifications (text or email alert). Also, please address how your system differentiates between a tripped breaker/blown fuse and a blink and how it accommodates a dip or automatic reclose function.

#### **4.4 System Head-End Control Computer and Software**

- A. Describe the Control Computer hardware. Describe failover and disaster recovery provisions built into the Control Computer architecture. Is the data stored in more than 1 location?
- B. What is the scalability of the Head-End software and Control computer? Does the Vendor have any references of similar sized (or larger) utilities successfully using the system?
- C. The Head-End Control Computer shall store at least 13 months of hourly reading history for all meters in the system. Describe the capability to analyze the stored hourly reading data. Is the data stored in an ODBC compliant database (for example, Microsoft SQL or similar)? Can the utility access the data within the database for other applications beyond what is provided by the

Vendor?

- D. The system shall have the ability to export data to 3rd party software applications via CMEP, XML, direct database interface, or similar. The system Vendor shall place no restrictions on

exporting data to 3rd party software applications. Describe any installations where interface to a 3rd party software platform has been achieved.

- E. The Head-End Control Computer must provide data security and reliability. Describe the Control Computer architecture and underlying database, and any provisions for ensuring that data is not lost once received by the Control Computer.
- F. The data management software shall have user-defined queries to analyze consumption patterns and system alerts. Pre-defined analytics are acceptable as long as users can also manually adjust query parameters based on preferred values.
- G. The system diagnostic software shall include a mapping interface to graphically report Endpoint and collection system equipment location and performance. The mapping interface shall be capable of reporting the following parameters:

1. Hourly Read Interval Success percentage over 30 days for each endpoint

2. Transmission latency of each endpoint

3. Alarm conditions

- H. The system diagnostic software shall be capable of generating reports, tables and text files which contain the following criteria at a minimum:

1. Endpoint Installation Date

2. Endpoint Raw transmit success over 30 days (percentage of transmissions received)

3. Endpoint Read Interval Success (percentage of hourly readings successfully received) average over 30 days

4. Alarm condition

#### **4.5 Meter Data Management Software**

A. Basic capabilities

1. The AMI Software shall comply with prevailing industry standards and should run on a Windows-compatible computer.
2. The AMI Software must exist as a browser-based application that runs on a server.
3. What is the scalability of the AMI software and Control computer? Does the Vendor have any references of similar sized (or larger) utilities successfully using the system?

B. Import / Export capabilities

1. The AMI Software must be able to export data to Microsoft Excel and Adobe PDF formats.
2. The AMI Software must interface to the utility's CIS/billing software, which is Incode software through Tyler Technologies. Software should be able to generate an acceptable export file (csv and fixed width text) to send to **Tyler Technologies' ERP PRO (Incode) Software.**
3. The AMI Software must support GPS type data to identify locations of account geographically.

#### C. Meter Data

1. The AMI Software shall provide the ability to process hourly time-stamped meter reading taken from all water meters and verify the percentage of reads received for particular areas and/or selected meter routes. This data must then be exposed to various configurable parameters set, such as high/low parameters to assure the accuracy of the data.
2. The AMI Software must be able to search for records matching specified information.
3. The AMI Software must provide the following data to the utility on a daily basis for monthly billing applications:
  - i. Hourly time-stamped meter reading taken from all water meters for monthly billing purposes
  - ii. Hourly usage/consumption readings for resolution of customer billing disputes and improved customer service
  - iii. Alarm data received (Leak, reverse flow, broken pipe, non-read, non-numeric read) for identification of customer site problems.
4. The AMI Software must be able to support demand read capability to the meter.
5. The AMI Software must provide the capability to store all meter data information obtained from the base station's for 13 months.

#### D. Meter Data Analytics (MDA)

1. The AMI Software must provide configurable validation routines with parameters defined at the meter, group or population level. Parameters must accommodate seasonality (different settings for different dates).
2. The AMI Software must allow the utility to elect whether failure of a validation test is automatically corrected, noted and accepted, or rejected for manual review.
3. Validation routines should be highly configurable without the need to write code or create scripts.
4. The AMI Software must perform vacant consumption analysis - The AMI Software must list meters that are currently vacant but have reported consumption since the cut date.

- i. Restricted use analysis - The AMI Software must identify high consumption during restricted times.
  5. Does your AMI software allow the user to create analytical data on groups of meters based on attributes or on an ad hoc basis for reporting purposes (virtual metering). Please expand on capabilities beyond yes and no and provide an example scenario.
- E. Meter Data Reporting (MDR)
1. Please list the names of all standard reports available with a brief description of each.
  2. Describe the ability of your system to customize reports?
  3. The AMI Software must have the ability to alert appropriate personnel of certain triggered alarms. Please supply a list of various delivery or alarms.
  4. Users must be able to define and add new items or assets, and add reports for those items or assets.
  5. Users must be able to define and add new attributes for items and assets, and add reports for those attributes.
  6. The AMI Software must provide a geo-spatial/map view that includes:
    - i. Display of meters, transformers and AMI communications assets
    - ii. Configurable layers, filters and color coding to differentiate meters, e.g. by communication status
    - iii. Incorporate utility GIS layers to view on same map
    - iv. View assets with events on map
- F. Hosting
1. The Vendor should host the AMI software on server hardware at a remote secure data center.
  2. The Vendor will provide upgrades the AMI software to Latest Releases, Including all security patches and updates.
  3. The Vendor will maintain a web portal access to the AMI software.
  4. The Vendor will submit a daily file containing consumption reads and all available alarms collected by the network, including exception reports such as zero Consumption Reads, non-responding meters (including traceability to the meter location when the utility provides the meter location codes)
  5. The Vendor will provide 24x7x365 server and network monitoring using diagnostic software tools.
  6. The Vendor will provide secure, off-site vaulting of encrypted backup tapes containing one year of history for auditing purposes.
  7. The Vendor will provide a disaster recovery solution via data replication to a fault tolerant data center with 1 business day or less recovery time.

## 4.6 Water Meter Specifications

The following water meters are approved and any deviation from the list will need to be preapproved by contacting the City via the [ami-rfp@marcelinemo.us](mailto:ami-rfp@marcelinemo.us) and acquiring written permission from Mikeal Thompson and City Manager Jesse Wallis.

A. Sensus Water Meters

1. Iperl Series and Omni Series

#### **4.7 Electric Meter Specifications**

- A. The City has a SURVALENT SCADA system. Explain how your system will interface with this system.
- B. The following electric meter manufacturers are approved and any deviation from the list will need to be preapproved by contacting the City via [ami-rfp@marcelinemo.us](mailto:ami-rfp@marcelinemo.us) and acquiring written permission from Charlie Harrington and City Manager Jesse Wallis.
1. Aclara, Honeywell/Elster, Itron, Sensus, Landis + Gyr
  2. All Form 2S residential meters need to be priced to include a disconnect feature pre-installed.
  3. The City reserves the right, no later than the signing of an awarded contract to change any number of meters to not include a disconnect feature. For example, meters that power Railroad Crossings, street lights, etc.

#### **4.8 Endpoint Installation**

A. Endpoint and Network Installation Contract Management.

Vendor shall manage installation of meters and transceivers. The Vendor shall:

1. Specify the installation methods, noting hole cut/drilled in lids where necessary
2. Train the installation service providers
3. Manage the installation performance
4. Provide daily, real-time project status updates via Project Management Software
5. Provide photographic evidence of retired and new meters at each installation address.

B. Scope of Work

Vendor shall describe its proposed installation approach to managing the network, meter and endpoint installations. All meters shall be replaced and placed back into service as soon as possible. No service shall remain out of service without prior approval. Provide a complete workflow for end to end installation process.

C. Installation Sequence.

Vendor shall conduct installations by groups of accounts (e.g., routes). Groups should be based

on geographic proximity as determined by the CITY in discussion with Vendor. Unless approved in writing by the CITY, Vendor shall complete at least 90 percent of the installations in one group before commencing installation on the next group.

D. Installation Schedule.

City and Vendor shall establish an overall schedule for installation of each phase of the project. By 7:30 AM on the first business day of each week, Vendor will provide CITY a schedule of where work is planned for that day and each subsequent day of that week. The purpose of this information is to provide coordination and communication between the CITY and Vendor/installer for the work. If the schedule changes for whatever reason, an updated daily schedule shall be forwarded.

E. Twenty-Four (24) Hour Customer Access During Installation Process.

For (ninety) 90 days after CITY has been notified of a given installation (by date), Vendor must respond on a 24-hour-per-day basis to calls from the CITY or from the customer associated with that installation, concerning leaks, loss of service, low pressure, and other problems associated with installation. Vendor must respond within sixty (60) minutes receiving the call and arrive at customer's premises ready to correct any problems within twenty-four (24) hours of receiving the call. It is expected in the event of an extreme emergency, the Vendor is expected to make every effort to arrive on the premises as soon as possible.

F. Response to Complaints.

Should the Vendor or its installation Vendor receive a call or complaint from a customer or the CITY regarding installation, the Vendor shall immediately log the call, including caller's name, address, account number if available, date and time of call, nature of problem and the action taken. Copies of all call logs shall be forwarded to the CITY Contract Manager not less than once per day.

G. Improper Installations.

The Vendor shall be responsible for replacing any meter, MIU or appurtenances improperly set and for correct any damage to couplings, threads, unions or meters by use of improper tools or cross threading by a contractor installer.

Any water service lines, meter couplings, meter valves, service fittings, irrigation lines, sprinkler heads, meter boxes or lids damaged during excavation or installation shall be repaired and water tested, PRIOR to any backfill or pouring of sidewalk or concrete pad.

All existing landscaping, ground cover, grass, plants, shrubs, and/or trees which are damaged during construction shall be replaced with the same type or approved variety within 48 hours.

H. Material Scrap/Disposal

All debris resultant from the Vendor's excavation or construction operation shall be removed from each installation site the same day at the Vendor's expense. No excess materials shall be dumped on private property or deposited into the storm drains or sewer. All materials removed shall be staged at designated area at the City's Power Plant.

The selected Vendor shall be responsible for collecting and storage (on City's property) of all scrap meters and shall provide full accounting by size and type.



I. Leaks after Installation.

The Vendor shall be responsible for correcting any leaks at the valves, couplings or service lines that could reasonably be attributed to the meter installation if reported by the CITY or customers within ninety (90) days of installation.

J. Installation Control and Audit Procedures.

Vendor shall describe in detail its proposed system for ensuring that all data pertaining to installation is correctly recorded during installation, and that all data transferred to the CCS is accurate. Vendor shall describe procedures for eliminating any opportunities for a meter or MIU to be associated in the control computer or the CCS with the wrong address or account number.

K. Installation/Field Testing Control Hardware and Software

A separate software program and server or control computer may be used to manage field installations of MIUs, and manage portable field test units/interrogators/programmers. If so, provide details of this software and hardware in this section.

L. Interface to AMI Control Computer.

Describe the mechanism and procedure for downloading and uploading data from the portable field unit control computer to the AMI control computer and/or any other information system (e.g., a work order management system) normally used in the maintenance of the AMI system.

M. Warranty

All installation work, including materials used in the installation performed under this contract, shall be guaranteed against defects in workmanship for a period of one (1) year from the date of installation acceptance.

## 5 Proposal Format

Please include the following items in the order listed below:

Cover Letter

Table of Contents

1. Executive Summary
2. Company Information
3. AMI System Overview Response
4. Project Management, Implementation, and Conversion
5. Maintenance and Support
6. Training and Education
7. Financing Option (if available)
8. Additional Service Options (if available)
9. References
10. Affidavits
11. Proposal Summary (Exhibit A in RFP)

### 5.1 Executive Summary

This section should be limited to a brief narrative highlighting the vendor's proposal. The summary should be free of technical language and should illustrate the benefits and possibilities offered by the vendor. It should be between one (1) and five (5) pages long. There should be no cost quotes in this

section.

## **5.2 Company Information**

Vendor must provide the following information about the vendor's company that demonstrates its stability and ability to support the commitments set forth in the RFP. The vendor should outline the company's background, including:

- How long the company has been in business.
- A brief description of the company size and organization.
- Number of customers in Missouri and bordering states.
- Total number of customers.
- Company organizational chart.
- Number of employees by department:
  - \* Customer Services
  - \* Sales & Marketing
  - \* Research and Development
  - \* Administration
- Description of research and development approach and process.
- Financial data, including the most recent audited financial statements.

## **5.3 AMI System Overview Response**

Vendor must respond to the items in the AMI System Overview of this request for proposals.

## **5.4 Project Management, Implementation and Conversion**

- A. The City of Marceline will provide a designated project manager and the Vendor will also do the same.
- B. Include a preliminary implementation schedule for all applications, including the required time for system and application training, program testing, and conversion.
- C. Conversion is expected for utility billing and financial software system information and anything currently being utilized on the current system.

## **5.5 Maintenance and Support**

The City of Marceline prefers 24/7 unlimited telephone support. If 24/7 telephone support is available, price proposals should clearly indicate total recurring costs for that support option. If after-hours support is only available at an hourly rate, this should be clearly indicated.

- A. Please describe all support services for hardware and software, including:
  - 1. Hours of availability
  - 2. Access via toll free 800 number
  - 3. Call tracking system
  - 4. Priority code system used to help distinguish the level of urgency for each call
  - 5. Internet web site support

6. How customers are notified of urgent software issues and how to resolve them
- B. List regional representatives and specify the closest one to the City of Marceline
- C. Provide information about periodic system enhancements and updates.

## **5.6 Training and Education**

Systems and application software training is key to systems selection and implementation. All training must be conducted on site. System administrator training, as well as user training, should employ a train-the-trainer approach. Address the following:

- A. Available software and hardware training
- B. Ongoing educational opportunities
- C. Available web conferencing training
- D. Scheduled year-end processes training

## **5.7 Financing Options (if available)**

If Vendor has municipal financing options for this project please included them in this section for 5, 7, 10, and 15 year options available. Include the terms associated with each financing options. Include the interest rate and annual payment breakdown under Exhibit A in addition to this section.

## **5.8 Additional Service Options (if available)**

If Vendor has additional service options available for this project not covered in this RFP, please add them to this section.

## **5.9 References**

Provide references for a minimum of five (5) completed government installations that use the proposed system in a comparable environment. Where possible, at least one such reference should be in the state of Missouri. The information should include municipality name, address, contact name, telephone number, date of installation, and a list of applications.

## **5.10 Cost Proposal**

Please provide all costs for the proposed system, using Exhibit A.

# **6. Proposal Terms and Conditions**

## **6.1 Request for Proposal Format**

Proposals must be made in strict accordance with the Request for Proposal format provided herein.

## **6.2 Bulletins and Addendums**

Any bulletins or addendums to the Proposal specifications issued during the period between issuance of the RFP and receipt of proposals are to be considered covered in the Proposal and in awarding a contract they will become a part thereof. Receipt of bulletins or addendums shall be acknowledged by vendors in their proposal cover letter.

### **6.3 False or Misleading Statements**

If, in the City's opinion, a proposal contains false or misleading statements or references that do not support a function, attribute, capability, or condition as contended by Vendor, the entire proposal shall be rejected.

### **6.4 Clarification of Proposal**

The City reserves the right to obtain clarification of any point in a vendor's proposal or to obtain additional information necessary to properly evaluate a particular proposal. Failure of a vendor to respond to such a request for additional information or clarification may result in rejection of the vendor's proposal.

### **6.5 Responsiveness**

Proposals should respond to all requirements of this RFP to the maximum extent possible. Vendors are asked to clearly identify any limitations or exceptions to the requirements inherent in the proposed system. Alternative approaches will be given consideration, if the approach clearly offers us increased benefits.

### **6.6 Rejection of Proposal**

Proposals that are not prepared in accordance with these instructions to vendors may be rejected/disqualified. If not rejected, the City of Marceline may demand correction of any deficiency and accept the corrected Proposal upon compliance with these instructions to proposing vendors.

### **6.7 Bid Modifications**

Any bidder may modify their bid by written or fax communications up to two days prior to the closing time. The written or fax communication should not reveal the bid price as this will not be known until the sealed bid is opened.

### **6.8 Late Submissions**

Regardless of cause, late qualifications will not be accepted and will automatically be disqualified from further consideration. It shall be the Vendor's sole risk to assure delivery at the designated office by the designated time. Late qualifications will not be opened and may be returned to the Vendor at the expense of the Vendor or destroyed if requested.

### **6.9 Acceptance of Proposals**

The contents of the proposal of the successful bidder will become, at our option, a contractual obligation if a contract ensues. Failure of the successful bidder to accept this obligation may result in cancellation of the award.

Proposals submitted are offers only and the decision to accept or reject is a function of quality, reliability, capability, reputation, and expertise of the proposing vendors. The City of Marceline reserves the right to terminate the selection process at any time and to reject any or all proposals.

The City of Marceline reserves the right to accept the Proposal that is, in its judgment, the best and most favorable to the interests of the City of Marceline and to the public; to reject the low price Proposal; to accept any item of any Proposal; to reject any and all Proposals; and to waive irregularities and informalities in any Proposal submitted or in the Request for Proposal process, provided; however, the

waiver of any prior defect or informality shall not be considered a waiver of any future or similar defect or informality. Proposing vendors should not rely upon or anticipate such waivers in submitting their Proposal.

EXHIBIT A - PROPOSAL SUMMARY

Equipment & Services: Equipment:	Quantity	Unit Price	Ext Price
Infrastructure Subtotal			
Endpoint			
Endpoint Subtotal			
Server & Software			
Server & Software Subtotal			
System Services			
System Services Subtotal			
Equipment and Services Grand Total			

	Quantity	Unit Price	Ext Price
<b>Meters:</b>			
<b>Meter Grand Total</b>			

<b>Project Subtotal</b>	
<b>Installation Charges</b>	
<b>Option 1 Project Installed Grand Total</b>	
<b>Option 2 City Installs Electric &amp; Water Meters Grand Total</b>	
<b>Option 3 City Installs Electric Meters &amp; Vendor Installs Water Meters Grand Total</b>	
<b>Option 4 City Installs Water Meters &amp; Vendor Installs Electric Meters Grand Total</b>	

<b>Annual Support &amp; Maintenance:</b>			
<b>Annual Support &amp; Maintenance Total</b>			

	Interest Rate	Monthly Payment	Annual Payment
<b>Financing Options:</b>			
<b>5 Year Term</b>			
<b>7 Year Term</b>			
<b>10 Year Term</b>			
<b>15 Year Term</b>			

## **Affidavits**



**Affidavit of Compliance with Section 285.500, RSMo., et seq.  
For All Agreements In Excess Of \$5,000.00.  
Effective January 1, 2009**

STATE OF MISSOURI                     )  
  ) ss.  
COUNTY OF                                )

Before me, the undersigned Notary Public, personally appeared \_\_\_\_\_, and is competent and authorized to make this affidavit for Contractor, and being duly sworn upon oath deposes and says as follows:

- (1) that said Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the contracted services; and
- (2) that said Contractor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

The terms used in this affidavit shall have the meaning set forth in Section 285.500 RSMo, et seq.

**Documentation of participation in a federal work authorization program is attached to this affidavit.**

\_\_\_\_\_  
Print Name:

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_



## APPLICANT AFFIDAVIT FOR PUBLIC BENEFIT UNDER SECTION 208.009

(a separate affidavit is required for each applicant)

STATE OF MISSOURI )  
 ) ss  
COUNTY OF )

On this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, before me appeared the Affiant

\_\_\_\_\_, personally, known to me or proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this instrument, who being by me duly sworn by me, deposed as follows:

My name is \_\_\_\_\_, and I am of sound mind, capable of making this affidavit, and I personally certify the facts herein stated, as required by Section 208.009, RSMo, for failure to provide affirmative proof of lawful presence in the United States of America in order to receive a public benefit from City of \_\_\_\_\_, Missouri (the “public body”): I am applying for a public contract administered or provided by the above public body in Missouri. I am classified by the United States of America as: (check the applicable box)

- ☐ a United States citizen. ☐ an alien lawfully admitted for permanent residence.

I am aware that Missouri law provides that any person who obtains any public benefit by means of a willfully false statement or representation, or by willful concealment or failure to report any fact or event required to be reported, or by other fraudulent device, shall be guilty of the crime of stealing pursuant to Section 570.030, RSMo, which is a Class C felony for stolen public benefits valued between \$500 and \$25,000 (punishable by a term of imprisonment not to exceed 7 years and/or a fine not more than \$5,000 – Sections 558.011 and 560.011, RSMo), and is a Class B felony for stolen public benefits valued at \$25,000 or more (punishable by a term of imprisonment not less than 5 years and not to exceed 15 years – Section 558.011, RSMo).

I recognize that, upon proper submission of this affidavit, I will only be eligible for temporary public benefits until such time as my lawful presence in the United States is determined, or as otherwise provided by Section 208.009, RSMo.

I understand that Missouri law requires the above public body to provide assistance in obtaining appropriate documentation to prove citizenship or lawful presence in the United States, and I agree to submit any requests for such assistance to the above public body in writing.

I acknowledge that I am signing this affidavit under oath and as a free act and deed and not under duress.

Affiant's Signature

Social Security No. or Tax Id. Number

Subscribed and sworn to before me this                      day of                      . 202                      .

Notary Public

# Missouri

## Division of Labor Standards

### WAGE AND HOUR SECTION



MIKE KEHOE, Governor

## Annual Wage Order No. 32

Section 058  
**LINN COUNTY**

In accordance with Section 290.262 RSMo 2000, within thirty (30) days after a certified copy of this Annual Wage Order has been filed with the Secretary of State as indicated below, any person who may be affected by this Annual Wage Order may object by filing an objection in triplicate with the Labor and Industrial Relations Commission, P.O. Box 599, Jefferson City, MO 65102-0599. Such objections must set forth in writing the specific grounds of objection. Each objection shall certify that a copy has been furnished to the Division of Labor Standards, P.O. Box 449, Jefferson City, MO 65102-0449 pursuant to 8 CSR 20-5.010(1). A certified copy of the Annual Wage Order has been filed with the Secretary of State of Missouri.

Original Signed by

Logan Hobbs, Director  
Division of Labor Standards

Filed With Secretary of State: March 10, 2025

Last Date Objections May Be Filed: April 9, 2025

Prepared by Missouri Department of Labor and Industrial Relations

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Asbestos Worker	\$25.45*
Boilermaker	\$25.45*
Bricklayer-Stone Mason	\$25.45*
Carpenter	\$25.45*
Lather	
Linoleum Layer	
Millwright	
Pile Driver	
Cement Mason	\$25.45*
Plasterer	
Communication Technician	\$25.45*
Electrician (Inside Wireman)	\$25.45*
Electrician Outside Lineman	\$25.45*
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Elevator Constructor	\$25.45*
Glazier	\$25.45*
Ironworker	\$25.45*
Laborer	\$25.45*
General Laborer	
First Semi-Skilled	
Second Semi-Skilled	
Mason	\$25.45*
Marble Mason	
Marble Finisher	
Terrazzo Worker	
Terrazzo Finisher	
Tile Setter	
Tile Finisher	
Operating Engineer	\$25.45*
Group I	
Group II	
Group III	
Group III-A	
Group IV	
Group V	
Painter	\$25.45*
Plumber	\$25.45*
Pipe Fitter	
Roofer	\$25.45*
Sheet Metal Worker	\$25.45*
Sprinkler Fitter	\$25.45*
Truck Driver	\$25.45*
Truck Control Service Driver	
Group I	
Group II	
Group III	
Group IV	

\*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. The public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

\*\*The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title as defined in RSMo Section 290.210.

Heavy Construction Rates for  
LINN County

Section 058

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Carpenter	\$25.45*
Millwright	
Pile Driver	
Electrician (Outside Lineman)	\$25.45*
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Laborer	\$25.45*
General Laborer	
Skilled Laborer	
Operating Engineer	\$25.45*
Group I	
Group II	
Group III	
Group IV	
Truck Driver	\$25.45*
Truck Control Service Driver	
Group I	
Group II	
Group III	
Group IV	

Use Heavy Construction Rates on Highway and Heavy construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(3).

Use Building Construction Rates on Building construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(2).

If a worker is performing work on a heavy construction project within an occupational title that is not listed on the Heavy Construction Rate Sheet, use the rate for that occupational title as shown on the Building Construction Rate Sheet.

\*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. Public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

\*\*The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title.



# OVERTIME and HOLIDAYS

## OVERTIME

For all work performed on a Sunday or a holiday, not less than twice (2x) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work.

For all overtime work performed, not less than one and one-half (1½) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work or contractual obligation. For purposes of this subdivision, **"overtime work"** shall include work that exceeds ten hours in one day and work in excess of forty hours in one calendar week; and

A thirty-minute lunch period on each calendar day shall be allowed for each worker on a public works project, provided that such time shall not be considered as time worked.

## HOLIDAYS

January first;  
The last Monday in May;  
July fourth;  
The first Monday in September;  
November eleventh;  
The fourth Thursday in November; and  
December twenty-fifth;

If any holiday falls on a Sunday, the following Monday shall be considered a holiday.