

CITY OF HALLSVILLE, MISSOURI
REQUEST FOR PROPOSAL & QUALIFICATIONS
25-03



Advanced Metering Infrastructure (AMI)
Automatic Meter Reading (AMR) system

SUBMITTAL DEADLINE

May 7, 2025 at 3:00p.m.

REQUEST FOR QUALIFICATIONS (RFQ) / REQUEST FOR PROPOSALS (RFP)
AUTO-READ WATER METER SYSTEM
CITY OF HALLSVILLE, MO

I. Introduction

The City of Hallsville is seeking qualified vendors to submit proposals for the procurement and implementation of an Advanced Metering Infrastructure (AMI) / Automatic Meter Reading (AMR) system for the City's water distribution system. The goal of this project is to change the current AMI/AMR system to enhance meter accuracy, improve billing efficiency, reduce water loss, and optimize operational effectiveness.

II. Project Scope

The selected vendor shall provide a comprehensive auto-read water meter system, including but not limited to:

1. **Water Meters** – Supply automated (AMI/AMR-compatible) water meters to replace existing meters.
2. **Communication Infrastructure** – Provide necessary hardware and software to enable real-time or periodic data transmission.
3. **Meter Data Management System (MDMS)** – Implement a platform for data collection, storage, and integration with the City's billing system.
4. **Software Integration** – Ensure compatibility with the City's existing utility billing software.
5. **Training & Support** – Provide training for City personnel on system operation, data analysis, and troubleshooting.
6. **Ongoing Maintenance & Technical Support** – Offer continued system support, including software updates and troubleshooting assistance.

III. Submission Requirements

Interested vendors shall submit the following:

- **Company Profile** – Background, experience, and qualifications in providing auto-read water meter systems.
- **Project Approach & Methodology** – A detailed proposal outlining how the system will be implemented, including timelines and key milestones.

- Technical Specifications – Description of meters, communication technology, and software features.
- Previous Work & References – A list of similar projects completed, including references from municipalities or utilities.
- Cost Proposal – A comprehensive pricing breakdown, including equipment, software, training, and ongoing support for approximately 540 meters. The proposal must include:
 - Full Replacement Option: A cost estimate for replacing all meters at once.
 - Phased Replacement Option: A cost estimate for replacing 100 meters per year over multiple years.
 - Breakdown of Costs: Including equipment, software, training, and maintenance.
- Warranty & Support Details – Description of warranties, service agreements, and technical support options.

IV. Proposal Evaluation Criteria

Proposals will be evaluated based on the following criteria:

1. Experience & Qualifications (20%) – Vendor’s track record in implementing AMI/AMR systems.
2. Technical Approach (25%) – Quality and feasibility of the proposed system.
3. Integration & Compatibility (15%) – Ability to integrate with existing infrastructure and billing systems.
4. Cost & Financial Feasibility (20%) – Overall value and cost-effectiveness of the proposal.
5. Customer Support & Warranty (10%) – Level of ongoing support and service guarantees.
6. References & Past Performance (10%) – Feedback from previous clients on similar projects.

V. Submission Deadline & Contact Information

Submission Deadline: May 7, 2025, at 3:00 p.m.

Submission Format: Proposals must be submitted electronically (PDF format), by mail, or in person to:

City Administrator: Kenyetta Ridgway

Mailing Address: P.O. Box 170, Hallsville, MO 65255

Drop-Off Address: 202 Hwy 124-E, Hallsville, MO (City Hall)

Email: kridgway@hallsvillemo.org

For any inquiries regarding this RFQ/RFP, please contact Kenyetta Ridgway at kridgway@hallsvillemo.org.

VI. Additional Information

- The City of Hallsville reserves the right to accept or reject any and all proposals in whole or in part.
- The City may request additional information or clarification from vendors as needed.
- Vendors may be required to participate in an interview or presentation process.

We appreciate your interest and look forward to reviewing your proposal.

**CITY OF HALLSVILLE
BID SHEET
AUTO-READ WATER METER SYSTEM**

Vendor Name: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

Date of Proposal Submission: _____

Cost Breakdown for Auto-Read Water Meter System

1. Equipment Costs

- Unit Cost of Meter: \$ _____
- Number of Meters (Approx. 540): _____
- Total Equipment Cost: \$ _____

2. Software and Communication Infrastructure

- Cost of Software Platform (Installation/License): \$ _____
- Cost of Communication Infrastructure (Hardware/Installation): \$ _____
- Total Software & Infrastructure Cost: \$ _____

3. Training & Support

- Training for City Personnel (Initial Training): \$ _____
- Ongoing Support (Annual): \$ _____
- Cost of System Integration: \$ _____
- Total Training & Support Cost: \$ _____

4. Project Implementation

- Full Replacement Option (All Meters at Once): \$ _____
- Phased Replacement Option (100 Meters per Year): \$ _____

5. Warranty & Maintenance

- Warranty Period (e.g., 1 Year, 3 Years, etc.): _____
- Cost of Warranty per Year: \$ _____
- Ongoing Maintenance (Annual): \$ _____
- Total Warranty & Maintenance Cost: \$ _____

6. Total Project Cost

- Full Replacement Option Total (All Meters): \$ _____
- Phased Replacement Option Total (100 Meters per Year): \$ _____

7. Additional Information or Clarifications:

Signature: _____

Title: _____

Date: _____