



REQUEST FOR QUOTATION

Request No.2021-21: Water Meter Test Bench

Sweetwater Authority
744 F Street
Chula Vista, CA 91910

Date Issued: December 16, 2021
Commodity: Inventory
Return Date: December 30, 2021

Vendor:	This is not an Order This inquiry implies no obligation to buy. The right is reserved to accept all or part, or decline the whole. Do not quote on goods or services that you cannot supply or provide. When substitutes are allowed and offered, attach complete specifications. Sweetwater Authority's standard purchase order terms and conditions, copy attached hereto, will apply to any order(s) resulting from this quotation.
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Purpose:

The Sweetwater Authority (District) is requesting quotations from manufacturers or authorized distributors (Seller) to supply and install a new Water Meter Test Bench in the Meter Shop, located at 744 F St. Chula Vista, Ca 91910, as further described herein.

Specifications: See Attachment "A" for scope of work and product specifications. The Water Meter Test Bench shall be new and unused. The awarded Seller shall provide the Water Meter Test Bench in accordance with the specifications, and all terms and conditions that constitute this solicitation.

Brand Name or Approved Equal: Brand names and model numbers, if specified in this solicitation, are for reference and descriptive purposes only. Unless otherwise indicated, quotes for equal items will be considered, provided the quote includes a detailed description of specifications of the product being offered, feature-by-feature. The description must clearly demonstrate how specifications of the product offered match the specifications of the product listed by brand name and/or model number in this solicitation. Submission of descriptive literature (including, without limitation, marketing material) alone does not meet this requirement. Determination of whether an item is equal to the items listed and/or meets the District's specifications are at the sole and exclusive discretion of the District, and its decision shall be final.

Declaration: This is a request for quotation and does not constitute an order. The District reserves the right to accept or reject any or all quotes, to cancel this solicitation, and to waive any irregularities and informalities in the quotes and to make any award of contract in the best interest of the District. technicalities in any part thereof deemed to be in the best interest of District. The District's decision is final.

Award of Contract: Award of a contract or purchase order, if it is awarded, will be made to the lowest responsible and responsive Bidder. The low Bidder will be determined by the lowest responsible quote for the Total Base Quote that complies with all the requirements prescribed in the quote/contract documents. Any such award will be made within 90 calendar days of the solicitation End Date.

Pricing: Provide a price quote for each item separately. Prices shall be stated per unit as specified herein. All-inclusive cost is to be provided by bidder. Cost is to include but not be limited to: materials, direct and indirect costs for labor, overhead, incidental supplies, transportation, including mileage and fuel, shipping & handling, surcharges, all applicable sales taxes, insurance, testing, commissioning, warranty, training, and technical support. Any and all product information, and supporting documents including a price breakdown shall be provided with the required document.

No "minimum orders" will be permitted. Quotes indicating "minimum order" will be rejected.

Parts & Maintenance Manuals: An operation manual as well as separate parts and maintenance manuals must be included with each unit, at no additional cost to the District at time of delivery.

Payment: Net 30 after submission of an invoice upon acceptance of delivery, installation, testing, integration, and commissioning.

Delivery Address: The awarded Seller shall be responsible for the delivery of the item(s) to the following location:

Sweetwater Authority Warehouse
744 F Street
Chula Vista, CA 91910

The destination/delivery/freight charges to this location should be quoted separately in the specified line item. Seller shall also provide a Delivery Date after receipt of order on the Quote Section.

The following documents form a part of any resulting purchase order or contract:

- Purchase Order
- RFQ
- Seller Quotation
- Sweetwater Authority General Terms & Conditions, attached hereto

EXHIBIT “A” SCOPE OF WORK AND PRODUCT SPECIFICATIONS

1. PURPOSE

The Sweetwater Authority (District) has over 32,000 metered service connections, serving water to over 190,000 customers. The District’s goal is to maximize water meter service life to efficiently manage costs while capturing full revenues for all water sold. The District is requesting quotations to furnish one (1) new AWWA-compliant cold-water meter test bench to aid in our current meter testing program.

The awarded bidder shall supply and install a new Water Meter Test Bench in the Meter Shop, located at 744 F St., Chula Vista, CA 91910, as further described herein.

Awarded Seller shall provide all labor, equipment, transportation, materials, supplies, insurance, and incidentals, necessary to perform work in accordance with the specifications and provisions herein.

2. SPECIFICATIONS

2.1. Meter Test Bench Requirements

Minimum Specifications to be equal or greater than: Ford IATB-072-RLRL-AMSII-500 Indianapolis Akron Combination Test Bench with SDP-7-72-NL 2” Discharge Pipe.

2.1.1. The combination meter test bench shall be capable of testing 5/8” meters, 5/8” x 3/4” meters, 3/4” meters, 1” meters, 1 and 1/4” meters, 1 and 1/2” meters and 2” meters. The test bench shall be able to test a total of seven (7) 5/8” and 5/8” x 3/4” meters in combination, six (6) 3/4” meters in combination,

five (5) 1” meters in combination, two (2) 1 and ¼” meters in combination, two (2) 1½” meters in combination and two (2) 2” meters in combination.

2.1.2. There shall be a spring-loaded fork at each small row meter station to stabilize meter alignment. There shall be a screw jack platform at each medium row station to align meter ports with bench ports.

2.1.3. The meter test bench shall be manufactured and designed for right to left or left to right flow as dictated by the District at the time of award of a contract.

2.1.4. The main test bench water passage shall be manufactured of AWWA approved materials (brass). The pan and lower shelf shall be constructed of type 316 stainless steel and be supported by structural steel legs that are powder coated. All bolts shall be 316 stainless steel. The drip pan shall cover the entire bench test area and collect all water draining from bench upon test completion.

2.1.5. All valves that come into contact with water, except blow-off and bleeder valves, shall be pneumatically operated. Control valves in contact with water shall be constructed of 316 stainless steel. Control valves shall be designed to minimize potential adverse hydraulic pressure surges. Outlet flow control valves shall be pneumatically operated with a metal-gear rack and pinion actuator. Outlet flow control valves shall have factory calibrated I/P positioners installed. A bleeder valve shall be provided at the outlet of each meter test station to precisely set each meter register before the test. The test bench shall have a blow-off valve to release water pressure after the test.

2.1.6. Scales shall be NTEP certified and approved as legal for trade. Scale shall be calibrated at the bench manufacturer and traceable to NIST. Scale load cells shall be hermetically sealed. The scale shall be a 60” x 60” high resolution industrial floor scale with a custom flow rate program.

2.1.7. There shall be a large-scale pressure gauge (psi) with pulse snubber located at the beginning and end of each row.

2.1.8. The test bench shall be rated for a working pressure of 150 psi. The test bench shall be capable of high-volume tests up to 500 gallons.

2.1.9. Recirculating system and tank set up to handle the flow requirements for testing all meter’s sizes.

2.1.10. 650-gallon poly water supply tank

2.1.11. All equipment mounted on a stainless-steel skid.

2.1.12. All electrical cables required for operations

2.1.13. Flow control bypass to allow pump to flow water between tests.

2.1.14. Return pump with control relay.

2.2. Industrial Automation

2.2.1. All electronic connections shall be IP67 rated.

2.2.2. The Panel PC shall be IP67 rated with a touch screen to operate the test and allow for data entry. It shall operate on the Embedded Windows 10 operating system.

2.2.3. The meter bench software shall be menu guided with onscreen instructions. The software shall have preprogrammed AWWA tests per the M6 manual and AWWA standards. It shall be capable of user-defined tests that are customizable. The software shall automatically run safety setup procedures and control all requirements necessary to facilitate a meter test. Software and meter testing documentation shall be stored in the Panel PC for easy user access. The software shall allow for user profiles and access rights administration.

2.2.4. The software shall create a complete log file of user inputs which can be referenced for troubleshooting. The HMI software shall run in Visu+.

2.2.5. The bench software shall not require additional licenses to purchase or subscribe to in order to maintain functionality of the bench.

2.2.6. The system PLC shall control and automate all flow control. Flow rate shall be displayed as requested by the District upon commissioning of the bench. The system shall automatically correct for water temperature. The system PLC shall be programmed in the Phoenix Contact PC WORX language.

2.2.7. The meter bench system shall allow for connection with the District network via TCP/IP protocol using standard cat 6 cabling with RJ45 connectors.

2.2.8. The bench automation software shall not allow meters to be unclamped unless it is safe to do so. Prior to release of the meter clamps, all internal pressure shall be purged automatically.

2.2.9. The bench shall have an LED status light. The status light shall follow industry standard protocols to display on and off status.

2.10. The bench shall have emergency stop controls and they shall be placed at a location as requested by the District.

2.11. All enclosures shall be NEMA 4 rated.

3. **INSTALLATION**

3.1.1 The bench manufacturer shall provide factory assistance in setup, installation and commissioning as necessary to ensure a complete working meter test bench. This may include a recommended setup and installation manual as well as service calls to assist District staff with mounting of the equipment.

4. **COMMISSIONING**

4.1.1. Bench manufacturer shall provide factory personnel to do final commissioning of the system. Said personnel shall provide up to 16 hours of training at the District's request. Training shall be coordinated with the District staff.

4.1.2. The Bench manufacturer shall perform a Factory Acceptance Test (FAT) that provides sufficient testing to allow for Site Acceptance Testing (SAT) to be ordered from the District. Results

from the FAT shall be provided to the District for review and approval. Upon approval of FAT, the Seller can ship the unit to the District for final installation and site commissioning.

4.1.3. Site commissioning shall include Site Acceptance Testing (SAT). Meter bench manufacturer shall submit to the District a schedule and list of items for site acceptance. Site acceptance shall include verification of all automated protocols that the bench is capable of providing. It shall include verification of panel wiring and that all control wiring is properly labeled and landed.

4.1.4. SAT shall be done in the presence of the District Water Meter Division assigned personnel. All items that fail to pass shall be corrected prior to retest.

5. DOCUMENTATION AND AS-BUILTS

5.1.1. The Seller supplying the District with the meter test bench shall supply a 3-ring binder containing all operations and maintenance information required for the bench. This shall include a basic functional specification that describes standard operation of the bench, instructions on how to setup and run a meter test, all maintenance requirements and standard maintenance schedules. The bench shall also include any safety requirements related to operation of the bench.

5.1.2 The Seller shall also supply as-builts for the bench documenting for any field changes necessary for installation or commissioning, a bill of materials for all items in the control panel, a process and instrumentation diagram, loop diagrams, wiring diagrams for all the panels provided including analog inputs, analog outputs, discrete inputs, discrete outputs, terminal blocks, etc. Also included will be the panel drawings that specify all system equipment in the panel, including, but not limited to, PLCs, HMI's, input/output cards, timers, fuses, circuit breakers, switches, panel dimensions, power supplies and relays.

6. WARRANTY

6.1.1 The Seller shall provide a five (5) year warranty on all mechanical and electrical components. The computer shall carry a one-year warranty. The Seller shall warranty all collars to be free of defects. Any additional warranties for related equipment or control components shall be provided after installation and acceptance by the District as complete. Upon District acceptance of a complete installation, the warranties shall begin.

Proposals /Responses

All responses must be typewritten or in ink. No pencil figures or erasures are permitted. Mistakes must be crossed out, corrections inserted adjacent thereto, and initialed in ink by the person signing the quotation.

Bidder shall solely bear all costs associated with preparing and submitting a quotation.

Request for Information/Clarification

Any questions, interpretations, or clarifications of this RFQ must be requested in writing via electronic mail at Purchasing@sweetwater.org or facsimile at (619)427-9574. All questions must be received no later than **11:00 A.M. on December 23, 2021.**

All questions will be answered in writing. Both questions and answers may be distributed, without identification of the inquirer(s), to all Suppliers who are on record as having received this RFQ via an

addendum. Questions and requests received after the date and time will be received at the discretion of Sweetwater Authority and may not be considered.

Quote Addendums

Do not rely on any oral or telephonic changes or modifications. All changes and modifications will be confirmed in writing by a Sweetwater Authority authorized representative. Any and all quote addendums must be expressly acknowledged and included with your response.

Bidders should check the Authority's web site www.sweetwater.org (About Us, Bids & RFQs) to obtain copies of addendums and forms.

Quote Validity

Proposals/quotes are valid for ninety (90) days from opening.

Evidence of Responsibility

Upon request by the Sweetwater Authority, a bidder shall submit promptly to the Authority's satisfaction, evidence showing the bidder's financial resources, experience, qualifications, available organizational resources, and any other information or qualifications that may be required to determine the bidder's responsibility, ability, and capability to perform under any resulting contract.

Qualifications

Bidder must be a manufacturer or authorized distributor of the manufacturer for the water meters proposed.

Packaging

Packaging must be of sufficient quality and strength to adequately protect the goods against jolting, rough handling, accidents, and all other dangers inherent in the movement, handling, transportation, and storage of the goods.

AWWA Standards and Approved Materials List

All materials and fittings must meet or exceed AWWA specifications and be listed in Sweetwater Authority's Approved Materials List, Revised November 2008 which is incorporated herein and made a part hereof by this reference. If you do not have a copy, a copy can be obtained by calling Engineering at 619-420-1413.

Markings

All ductile-iron fittings shall have distinctly cast on the outside of the body the identity of the standard; the pressure rating; nominal diameter of the openings; manufacturer's identification; the country where cast; the letters DI or word "Ductile"; and the number of degrees or fraction of the circle on all bends.

Assembly Bill 1953

All bronze components in contact with potable water shall be lead free in accordance with Assembly Bill 1953 (AB1953), excluding service saddles, backflow preventers for non-potable services, such as irrigation and industrial, and water distribution main gate valves that are greater than two (2) inches.

Inspection

Delivery does not constitute acceptance. Sweetwater Authority reserves the right to inspect any equipment, materials or goods provided for conformance to the specifications contained herein. Inspection of Work shall not relieve Bidder of the obligation to fulfill all conditions of the Contract.

Mail responses to: Sweetwater Authority
744 F Street
Chula Vista, CA 91910
Attn: Purchasing/**Quote #S2021-21**

Any responses received at Purchasing after the above deadline will be rejected and returned as non-responsive.

Results

Quote results **will not** be given out over the phone. To obtain quote results, please provide a self-addressed stamped envelope referencing the quote number. Envelopes may be submitted with the quote, or mailed directly to the Purchasing Section. They will be kept on file until the quote opens and the extensions are verified. After the proposals have been reviewed and a final decision has been made, notification will be sent to all participants.

Results will be posted on the Authority website at www.sweetwater.org, under Bids & RFQs.

Right to Waive or Reject

Sweetwater Authority reserves the right to reject any or all proposals/quotes or to waive any minor irregularities in any proposal/quote or in the bidding process. Sweetwater Authority reserves the right to cancel, in whole or in part, this RFQ. This RFQ does not commit the Sweetwater Authority to award a contract, to defray any costs incurred in the preparation of a Quotation, or to procure or contract for work. Quotes must be submitted in a sealed envelope bearing on the outside the name of the bidder, bidder's address, and quote title.

Withdrawal of Quote

Any quote may be withdrawn or revise (by withdrawal of one quote and submission of another) a quote, provided that the bidder's request for withdrawal is received at the Purchasing department in writing before the time specified for opening quotes. Revised quotes must be submitted as specified herein. The request for withdrawal shall be executed by the bidder or by his duly authorized representative.

Award

If an award is made, the three-year contract/agreement shall be by annual purchase order. Individual purchase order number will be issued when meters are requested. The contract will be award based on the proposal that best meets Sweetwater Authority's needs. Responses will be evaluated on a variety of factors as described below (in on particular order).

- Bidder's responsiveness to the specifications
- Qualifications to provide the required meters
- Ability of Respondent to perform under the terms and conditions specified
- References from other clients
- Pricing

Changes

Authority may make changes, at any time, to the Goods or Services, including but not limited to, Authority's requirements and specifications, by giving written notification to Supplier. If such changes affect the cost of or the time to deliver or perform under this Contract, an equitable adjustment in price, delivery, or both will be made. No changes by Supplier shall be recognized unless agreed to in writing by an authorized agent of Authority. Any claims of Supplier for an adjustment in price, delivery, or both must be made in writing within fifteen (15) calendar days from the date of notification by Authority, or shall be waived. Under no circumstance should Supplier stop performance of this Contract as changed. Any change in the price necessitated by such change will be agreed upon between Authority and Supplier and such change will be authorized by a change order document signed by Authority and accepted by Supplier.

Termination

A. Convenience: With written notice stating the extent and effective date, Authority may terminate this Contract, in whole or in part, for convenience at any time without any further cost to Authority except for Goods or Services provided prior to the effective date of termination.

B. Default: If Supplier is in default of or willfully violates any of the conditions or covenants of this Contract, including refusal or failure to prosecute its obligations or any separable part thereof with diligence and in accordance with the schedule specified by the Purchase Order, or if Supplier should be adjudged a bankrupt, or if Supplier should make a general assignment for the benefit of Supplier's creditors, or if a receiver should be appointed on account of Supplier's insolvency, or Supplier or any of Supplier's subcontractors should violate any of the provisions of this Contract, Authority may serve written notice upon Supplier of Authority's intention to terminate this Contract. This notice of intent to terminate shall contain the reasons for such intention to terminate this Contract, and a statement to the effect that Supplier's right to perform this Contract shall cease and terminate upon the expiration of ten (10) days unless such violations have ceased and arrangements satisfactory to Authority have been made for correction of said violations. In such an event, Authority may:

1. Require immediate delivery of conforming Goods or require Supplier to repair nonconforming Goods or re-perform nonconforming Services at Supplier's own expense to bring nonconforming Goods or Services into conformance;
2. Rework the nonconforming Goods or Services with Authority's staff or authorized representatives, including other contractors, to bring the Goods or Services into conformance and reduce the price paid to Supplier by Authority's cost;
3. Seek reimbursement or deduct from any payments due for any additional cost incurred including staff time to locate conforming Goods or Services, or otherwise related to Supplier's default.

In addition to the above remedies, Authority may seek any other legal remedies available to it.

Insurance Requirements:

Commercial General Liability and Automobile Liability Insurance - Contractor shall provide and maintain the following commercial general liability and automobile liability insurance:

Coverage - Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001)
2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (any auto)

Limits - Contractor shall maintain limits no less than the following:

1. General Liability - One million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit or products-completed operations aggregate limit is used,

either the general aggregate limit shall apply separately to the project/location (with the ISO CG 2503, or ISO CG 2504, or insurer's equivalent endorsement provided to the Sweetwater Authority) or the general aggregate limit and products-completed operations aggregate limit shall be twice the required occurrence limit.

2. Automobile Liability - One million dollars (\$1,000,000) for bodily injury and property damage each accident limit.

Required Provisions - The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. "*The Sweetwater Authority, its directors, officers, employees, and authorized volunteers*" are to be given insured status (via ISO endorsement CG 2010, CG 2033, or insurer's equivalent for general liability coverage) as respects: liability arising out of activities performed by or on behalf of Contractor; products and completed operations of Contractor; premises owned, occupied or used by Contractor; and automobiles owned, leased, hired or borrowed by Contractor. The coverage shall contain no special limitations on the scope of protection afforded to Authority, its directors, officers, employees, or authorized volunteers.
2. For any claims related to this project, *Contractor's insurance shall be primary insurance* as respects Authority, its directors, officers, employees, or authorized volunteers. Any insurance, self-insurance, or other coverage maintained by Authority, its directors, officers, employees, or authorized volunteers shall not contribute to it.
3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to Authority, its directors, officers, employees, or authorized volunteers.
4. Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this agreement shall state, or be endorsed to state, that coverage shall not be canceled by the insurance carrier or Contractor, except after thirty (30) days (ten (10) days for non-payment of premium) prior written notice by U.S. mail has been given to Authority.

Such liability insurance shall indemnify Contractor and his/her sub-contractors against loss from liability imposed by law upon, or assumed under contract by, Contractor or his/her sub-contractors for damages on account of such bodily injury (including death), property damage, personal injury, completed operations, and products liability.

The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment, blanket contractual liability, completed operations liability, explosion, collapse, underground excavation, and removal of lateral support.

The automobile liability policy shall cover all owned, non-owned, and hired automobiles. All of the insurance shall be provided on policy forms and through companies satisfactory to Authority.

Deductibles and Self-Insured Retentions

Any deductible or self-insured retention must be declared to and approved by Authority. At the option of Authority, the insurer shall either reduce or eliminate such deductibles or self-insured retentions.

Acceptability of Insurers

Insurance is to be placed with insurers having a current A.M. Best rating of no less than A-: VII or equivalent or as otherwise approved by the Sweetwater Authority.

Workers' Compensation and Employer's Liability Insurance

Contractor and all sub-contractors shall insure (or be a qualified self-insured) under the applicable laws relating to workers' compensation insurance, all of their employees working on or about the construction site, in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any Acts amendatory thereof. The Contractor shall provide employer's liability insurance with limits of no less than \$1,000,000 each accident, \$1,000,000 disease policy limit, and \$1,000,000 disease each employee.

Pollution Liability Insurance. If Supplier is transporting hazardous materials, Supplier shall provide pollution liability insurance of at least \$1,000,000 per occurrence and \$2,000,000 aggregate.

Product Liability and/or Errors and Omissions Insurance. If Supplier is also the manufacturer of the Goods, Supplier shall carry Product Liability and/or Errors and Omissions Insurance which covers the Goods with limits of not less than \$1,000,000.

Evidences of Insurance

Prior to execution of the agreement, the Contractor shall file with the Sweetwater Authority a certificate of insurance (Accord Form 25-S or equivalent) signed by the insurer's representative evidencing the coverage required by this agreement. Such evidence shall include an additional insured endorsement signed by the insurer's representative. Such evidence shall also include confirmation that coverage includes or has been modified to include Required Provisions 1-5.

The Contractor shall, upon demand of the Sweetwater Authority, deliver to the Sweetwater Authority such policy or policies of insurance and the receipts for payment of premiums thereon.

Continuation of Coverage

If any of the required coverage's expires during the term of this agreement, the Contractor shall deliver the renewal certificate(s) including the general liability additional insured endorsement to the Sweetwater Authority at least ten (10) days prior to the expiration date.

Insurance for Sub-Contractors

In the event that the Contractor employs other contractors (sub-contractors) as part of the work covered by this agreement, it shall be the Contractor's responsibility to require and confirm that each sub-contractor meets the minimum insurance requirements specified above.

Contract Labor

Contractor shall be an independent contractor, but if contract laborers ("Job-Shoppers) are provided, Contractor is also the employer corporation. As such, Contractor is solely responsible for the payment of Federal, State, and Local taxes arising out of or in connection with performance of its employees' services hereunder, including but not limited to income tax withholdings, federal social security taxes (FICA), and unemployment taxes. In addition, Contractor must be responsible for Workers' Compensation, disability, and the like, and for all other obligations on its employee's behalf that may result from this agreement.

BIDDER’S RESPONSE SECTION

WATER METER TEST BENCH 2021

Quote Return Date: December 30, 2021

Name of Company: _____

Address: _____

Signature: _____

Name (please print) _____

Title: _____

Sales Representative:

Contact Name: _____ Phone Number: _____

Fax Number: _____

E-Mail: _____

Ordering Information:

Contact Name: _____ Phone Number: _____

Fax Number: _____

E-Mail: _____

Insurance Contact:

Contact Name: _____ Phone Number: _____

Fax Number: _____