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ADDENDUM TWO (2)
RFP 21-UT-011
WATER AND WASTEWATER SYSTEMS OPERATIONS MANAGEMENT

February 19, 2021

Addendum Two (2) forms part of the contract documents and modifies them in the manner set forth below.

ATTENTION CONTRACTORS

- Questions and Answers
- Attachments to the RFP

Questions and Answers

1. **Question:** 4.2.2 Cover Letter: What section should the Cover Letter be placed? Section 1 or Section 2?

Answer: Section 2.

2. **Question:** 4.2.8 Audited Financial Reports: Would it be acceptable to provide financials on a USB drive with our proposal? Our financials are lengthy (Potentially 30+ pages).

Answer: Yes, the information can be included in your electronic submission only.

3. **Question:** Section 5.10 & 5.10.1 of the draft contract states: “5.10 The list of goods and services that the CITY shall pay for shall include, but shall not be limited to: 5.10.1 Utilities; electrical, gas; solid waste; sludge disposal; water and sewer charges; chemicals, subject to Section 5.10.12, below.” The sample contract provided does not include a section 5.10.12. Could the city please clarify the missing information?

Answer: This section of the agreement was deleted and the numbering was not corrected in the draft agreement included in the RFP. In the 2015 Operations Contract 5.10.12 referred to the Chemical/Electrical consumption caps. The reference to 5.10.12 will be deleted unless the City decides to go back to using these

consumption caps with the newly awarded vendor. The numbering of the new agreement will change as needed after contract negotiation.

The old agreement read:

5.10.12 Chemicals and electrical quantities used for the twelve month fiscal year that are below the quantities cap, as set forth in ATTACHMENT D.1.4 If the actual usage is less than the cap, as calculated using the methodology set forth in ATTACHMENT D.1.4. The CITY and OMI shall share in the savings 50 / 50 using the average price paid for the KwH or chemical for the year. If the actual usage is above the quantity cap, the excess usage cost shall be the financial responsibility of OMI, unless CITY provided authorization of a cap increase in writing, or the increase in usage is caused by force majeure events or a change in scope of services.

4. **Question:** 1.3.2.11- Can the city please provide details of the Leak Detection Program

Answer: The Leak Detection Program is undergoing a complete revamp. The Contractor will be involved in formulating this program. The current program includes satellite imagery and leak sounding techniques to narrow down and find leaks on larger distribution lines for consideration for repairs.

5. **Question:** 1.3.3.2 - Contractor will annually clean thirty-three (33%) percent of sanitary gravity wastewater lines annually. A.3.3.2 of the Sample Contract states "CONTRACTOR shall annually clean, inspect and TV thirty percent (30%) percent of sanitary gravity wastewater lines listed in C.2 (369 Miles of Gravity Sewers). Which quantity (30% or 33%) is correct?

Answer: Flushing of sanitary lines will be 33.3% completed annually such that the entire system will be flushed once every 3 years.

6. **Question:** A.3.3.2 of the Sample Contract states "CONTRACTOR shall annually clean, inspect and TV thirty percent (30%) percent of sanitary gravity wastewater lines listed in C.2" (369 Miles of Gravity Sewers). D.4.1 of the Sample Contract states "Collection Activities - CCTV Miles (20%)". Which value (30% or 20%) is correct?

Answer: Flushing of sanitary gravity wastewater lines will be 33.3% or one-third of the system annually such that the entire system is inspected every three (3) years.

7. **Question:** The RFP does not quantify the number of manholes that require inspection annually. Please specify a quantity.

Answer: There are currently 7,150 manholes in the system. We currently require 50% of these inspected each year or all inspected every 2 years.

8. **Question:** 1.3.2.5 Operate valves at a minimum of once per year with the date of operation recorded in CMMS for future reference. D.4.1 of the Sample Contract states "Distribution Activities - Valve Exercising (50%)". Which value (100% or 50%) is correct?

Answer: The system currently has 7,150 valves in the system. We currently require each valve must be exercised once per year via an automatic valve exercise machine (which the City owns one and plans on purchasing another later this year).

9. Question: We would like to request the following information:

- Monthly operating reports for the past two years.
- Distribution System monitoring reports for the past two years
- Summary of Violations for the past three years.
- Source Water Analysis and Data
- Wastewater Influent Analysis and Data
- Copies of NPDES Permits
- Treatment Plant Process Diagrams with Chemical Feed Locations
- Map of System including plants, lift stations, wells, etc...
- List of Vehicles and Rolling Stock available to the contractor for use
- List of City Owned Assets
- A copy of the current O&M service agreement
- List of lab equipment owned by the City

Answer: Please see the attachments containing requested information released with this Addendum.

10. Question: Can you clarify if an 11x17 page is counted as two pages? Additionally, if the 11x17 is a graphic would that count against the page requirements?

Answer: No an 11 x 17 would only be counted as one page and yes, if the graphic is in response to the scoring criteria it would be counted in the overall page count.

Attachments to the RFP

Please see the zipped folder on the City's website at www.rnm.gov/bids for this information. Files may be large and may take time to download or open.

1. Monthly operating reports for the past two years
2. Distribution System monitoring reports for the past two years
3. Summary of Violations for the past three years
4. Source Water Analysis and Data
5. Wastewater Influent Analysis and Data
6. Copies of NPDES Permits

Departmental Note: Please be aware that the City is currently working with EPA on a new permit as the current one will expire on June 30, 2021. The City cannot predict what, if anything, will change until we see the new permit.

7. Treatment Plant Process Diagrams with Chemical Feed Locations
8. Map of System including plants, lift stations, wells, etc...
9. List of Vehicles and Rolling Stock available to the contractor for use

Departmental Note: Please be aware the City's Utilities Department will no longer purchase trucks and cars for contractor usage. This responsibility will fall solely on the Contractor. The City will supply heavy equipment such as dump trucks, tractors etc. The Contractor will have the option of buying the current vehicles (some or all) from the City at fair market value. The Contractor may also buy their own fleet prior to beginning the contract service. The Contractor will also have to have their company logo and information featured on the vehicles as well as pay for all their own insurance and maintenance of the vehicles.

10. List of City Owned Assets
11. A copy of the current O&M service agreement
12. List of lab equipment owned by the City

All other provisions of the Contract Documents shall remain unchanged. Each Offeror should ensure that they have received all addenda and amendments to this RFP before submitting their proposal.