



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

REQUEST FOR PROPOSALS

Item Description: VARIOUS SIZE NO LEAD WATER METERS UP TO 2"

Procurement/MinuteTraq #: 41998

Date to be opened: 9/25/2023

Issuing Department: Providence Water Supply Board

QUESTIONS

- Please direct questions related to the bidding process, how to fill out forms, and how to submit a bid (Pages 1-8) to the Purchasing Department.
 - Email: purchasing@providenceri.gov
 - Please use the subject line “**Solicitation Question**”
- Please direct questions relative to the Minority and Women’s Business Enterprise Program and the corresponding forms (Pages 9-13) to the MBE/WBE Outreach Director for the City of Providence, Grace Diaz
 - Email: gdiaz@providenceri.gov
 - Please use subject line “**MBE WBE Forms**”
- Please direct questions relative to the specifications outlined (beginning on page 14) to the issuing department’s subject matter expert:
 - Name: Mark Ceseretti
 - Title: Director of Customer Service
 - Email Address: markc@provwater.com

Pre-bid Conference

There is no pre-bid conference scheduled for this item.

Date of Pre-Bid Conference: none

Time: none

Other details (e.g. location, links, question submission deadline): [Click or tap here to enter text.](#)



**BOARD OF CONTRACT AND SUPPLY
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INSTRUCTIONS FOR SUBMISSION

Bids may be submitted up to **2:15 P.M.** on the above meeting date at the **Department of the City Clerk, Room 311, City Hall, 25 Dorrance Street, Providence.** At 2:15 P.M. all bids will be publicly opened and read at the Board of Contract Meeting in Conference Room 305, on the 3rd floor of City Hall.

- Bidders must submit **2 copies** of their bid in sealed envelopes or packages labeled with the captioned **Item Description** and the **City Department to which the solicitation and bid are related and must include the company name and address on the envelope as well.** (On page 1).
- If required by the Department, please keep the original bid bond and check in only one of the envelopes.
- Communications to the Board of Contract and Supply that are not competitive sealed bids (i.e. product information/samples) should have **“NOT A BID”** written on the envelope or wrapper.
- Only use form versions and templates included in this solicitation. If you have an old version of a form **do not recycle it for use in this bid.**
- The bid envelope and information relative to the bid must be addressed to:

**Board of Contract and Supply
Department of the City Clerk – City Hall, Room 311
25 Dorrance Street
Providence, RI 02903**

****PLEASE NOTE:** This bid may include details regarding information that you will need to provide (such as proof of licenses) to the issuing department before the formalization of an award.

*This information is **NOT** requested to be provided in your initial bid by design.*

All bids submitted to the City Clerk become public record. Failure to follow instructions could result in information considered private being posted to the city’s Open Meetings Portal and made available as a public record. The City has made a conscious effort to avoid the posting of sensitive information on the City’s Open Meetings Portal, by requesting that such sensitive information be submitted to the issuing department only at their request.



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BID PACKAGE CHECKLIST

Digital forms are available in the City of Providence Purchasing Department Office or online at

<http://www.providenceri.gov/purchasing/how-to-submit-a-bid/>

The bid package **MUST** include the following, in this order:

- Bid Form 1: Bidder's Blank as the cover page/ 1st page (*see page 6 of this document*)
- Bid Form 2: Certification of Bidder as 2nd page (*see page 7 of this document*)
- Bid Form 3: Certificate Regarding Public Records (*see page 8 of this document*)
- Bid Form 4: Affidavit of City Vendor (*see pages 9 and 10 of this document*)
- Forms from the Minority and Women Business Enterprise Program: Based on Bidder Category. *See forms and instructions enclosed (pages 11-15) or on:*

<https://www.providenceri.gov/purchasing/minority-women-owned-business-mbewbe-procurement-program/>

***Please note: MBE/WBE forms must be completed for EVERY bid submitted and must be inclusive of ALL required signatures. Forms without all required signatures will be considered incomplete.**

- Bidder's Proposal/Packet: Formal response to the specifications outlined in this RFP, including pricing information and details related to the good(s) or service(s) being provided. Please be mindful of formatting responses as requested to ensure clarity.
- Financial Assurance, *if requested* (as indicated on page 5 of this document under "Bid Terms")

All of the above listed documents are REQUIRED. (With the exception of financial assurances, which are only required if specified on page 5.)

*****Failure to meet specified deadlines, follow specific submission instructions, or enclose all required documents with all applicable signatures will result in disqualification, or in an inability to appropriately evaluate bids.**



**BOARD OF CONTRACT AND SUPPLY
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NOTICE TO VENDORS

1. The Board of Contract and Supply will make the award to the lowest qualified and responsible bidder.
2. In determining the lowest responsible bidder, cash discounts based on preferable payment terms will not be considered.
3. Where prices are the same, the Board of Contract and Supply reserves the right to award to one bidder, or to split the award.
4. No proposal will be accepted if the bid is made in collusion with any other bidder.
5. Bids may be submitted on an “equal in quality” basis. The City reserves the right to decide equality. Bidders must indicate brand or the make being offered and submit detailed specifications if other than brand requested.
6. A bidder who is an out-of-state corporation shall qualify or register to transact business in this State, in accordance with the Rhode Island Business Corporation Act, RIGL Sec. 7-1.2-1401, et seq.
7. The Board of Contract and Supply reserves the right to reject any and all bids.
8. Competing bids may be viewed in person at the Department of the City Clerk, City Hall, Providence, immediately upon the conclusion of the formal Board of Contract and Supply meeting during which the bids were unsealed/opened. Bids may also be accessed electronically on the internet via the City’s [Open Meetings Portal](#).
9. As the City of Providence is exempt from the payment of Federal Excise Taxes and Rhode Island Sales Tax, prices quoted are not to include these taxes.
10. In case of error in the extension of prices quoted, the unit price will govern.
11. The contractor will **NOT** be permitted to: a) assign or underlet the contract, or b) assign either legally or equitably any monies or any claim thereto without the previous written consent of the City Purchasing Director.
12. Delivery dates must be shown in the bid. If no delivery date is specified, it will be assumed that an immediate delivery from stock will be made.
13. A certificate of insurance will normally be required of a successful vendor.
14. For many contracts involving construction, alteration and/or repair work, State law provisions concerning payment of prevailing wage rates apply ([RIGL Sec. 37-13-1 et seq.](#))
15. No goods should be delivered, or work started without a Purchase Order.
16. **Submit 2 copies of the bid to the City Clerk, unless the specification section of this document indicates otherwise.**
17. Bidder must certify that it does not unlawfully discriminate on the basis of race, color, national origin, gender, gender identity or expression, sexual orientation and/or religion in its business and hiring practices and that all of its employees are lawfully employed under all applicable federal, state and local laws, rules and regulations. (See Bid Form 2.)



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BID TERMS

1. Financial assurances may be required in order to be a successful bidder for Commodity or Construction and Service contracts. If either of the first two checkboxes below is checked, the specified assurance must accompany a bid, or the bid will not be considered by the Board of Contract and Supply. The third checkbox indicates the lowest responsible bidder will be contacted and required to post a bond to be awarded the contract.
 - a) A certified check for \$_____ must be deposited with the City Clerk as a guarantee that the Contract will be signed and delivered by the bidder.
 - b) A bid bond in the amount of _____ per centum (%) of the proposed total price, must be deposited with the City Clerk as a guarantee that the contract will be signed and delivered by the bidder; and the amount of such bid bond shall be retained for the use of the City as liquidated damages in case of default. Any person signing a bid bond as an attorney-in-fact shall include with the bid bond an original, or a photocopy or facsimile of an original, power of attorney.
 - c) A performance and payment bond with a satisfactory surety company will be posted by the bidder in a sum equal to one hundred per centum (100%) of the awarded contract.
 - d) No financial assurance is necessary for this item.
2. Awards will be made within **sixty (60) days of bid opening**. All bid prices will be considered firm, unless qualified otherwise. Requests for price increases will not be honored.
3. Failure to deliver within the time quoted or failure to meet specifications may result in default in accordance with the general specifications. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents, and Acts of God.

The following entry applies only for COMMODITY BID TERMS:

4. Payment for partial delivery will not be allowed except when provided for in blanket or term contracts.

The following entries apply only for CONSTRUCTION AND SERVICE BID TERMS:

5. Only one shipping charge will be applied in the event of partial deliveries for blanket or term contracts.
6. Prior to commencing performance under the contract, the successful bidder shall attest to compliance with the provisions of the Rhode Island Worker's Compensation Act, [RIGL 28-29-1, et seq.](#) If exempt from compliance, the successful bidder shall submit a sworn Affidavit by a corporate officer to that effect, which shall accompany the signed contract.
7. Prior to commencing performance under the contract, the successful bidder shall, submit a certificate of insurance, in a form and in an amount satisfactory to the City.



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BID FORM 1: Bidders Blank

1. Bids must meet the attached specifications. Any exceptions or modifications must be noted and fully explained.
2. Bidder's responses must be in ink or typewritten, and all blanks on the bid form should be completed.
3. The price or prices proposed should be stated both in **WRITING** and in **FIGURES**, and any proposal not so stated may be rejected. **Contracts exceeding twelve months must specify annual costs for each year.**
4. Bids **SHOULD BE TOTALED** so that the final cost is clearly stated (unless submitting a unit price bid), however **each item should be priced individually**. Do not group items. Awards may be made on the basis of *total* bid or by *individual items*.
5. All bids **MUST BE SIGNED IN INK.**

Name of Bidder (Firm or Individual): _____

Contact Name: _____

Business Address: _____

Business Phone #: _____

Contact Email Address: _____

Agrees to bid on (Write the "Item Description" here): _____

If the bidder's company is based in a state other than Rhode Island, list name and contact information for a local agent for service of process that *is located within Rhode Island* _____

Delivery Date (if applicable): _____

Name of Surety Company (if applicable): _____

Total Amount in Writing*: _____

Total Amount in Figures*: _____

****If you are submitting a unit price bid, please insert "Unit Price Bid"***

Use additional pages if necessary for additional bidding details.

Signature of Representation

Title



**BOARD OF CONTRACT AND SUPPLY
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BID FORM 2: Certification of Bidder
(Non-Discrimination/Hiring)

Upon behalf of _____ (Firm or Individual Bidding),

I, _____ (Name of Person Making Certification),

being its _____ (Title or "Self"), hereby certify that:

1. Bidder does not unlawfully discriminate on the basis of race, color, national origin, gender, sexual orientation and/or religion in its business and hiring practices.
2. All of Bidder's employees have been hired in compliance with all applicable federal, state and local laws, rules and regulations.

I affirm by signing below that I am duly authorized on behalf of Bidder, on
this _____ day of _____ 20_____.

Signature of Representation

Printed Name



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BID FORM 3: Certificate Regarding Public Records

Upon behalf of _____ (Firm or Individual Bidding),

I, _____ (Name of Person Making Certification),

being its _____ (Title or "Self"), hereby certify an

understanding that:

1. All bids submitted in response to Requests for Proposals (RFP's) and Requests for Qualification (RFQ's), documents contained within, and the details outlined on those documents become public record upon receipt by the City Clerk's office and opening at the corresponding Board of Contract and Supply (BOCS) meeting.
2. The Purchasing Department and the issuing department for this RFP/RFQ have made a conscious effort to request that sensitive/personal information be submitted directly to the issuing department and only at request if verification of specific details is critical the evaluation of a vendor's bid.
3. The requested supplemental information may be crucial to evaluating bids. Failure to provide such details may result in disqualification, or an inability to appropriately evaluate bids.
4. If sensitive information that has not been requested is enclosed or if a bidder opts to enclose the defined supplemental information prior to the issuing department's request in the bidding packet submitted to the City Clerk, the City of Providence has no obligation to redact those details and bears no liability associated with the information becoming public record.
5. The City of Providence observes a public and transparent bidding process. Information required in the bidding packet may not be submitted directly to the issuing department at the discretion of the bidder in order to protect other information, such as pricing terms, from becoming public. Bidders who make such an attempt will be disqualified.

I affirm by signing below that I am duly authorized on behalf of Bidder, on

this _____ day of _____ 20 _____.

Signature of Representation

Printed Name



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BID FORM 4: Affidavit of City Vendor

Per our Code of Ordinances [Sec. 21.-28.1 \(e\)](#), this form applies to a) the business, b) any political action committee whose name includes the name of the business, c) all persons holding ten (10) percent or greater equity interest or five thousand dollars (\$5,000.00) or greater cash value interest in the business at any time during the reporting period, d) all executive officers of the business entity, e) any spouse or dependent child of any individual identified in a) though d) above.

Executive officers who are not residents of the state of Rhode Island are exempted from this requirement.

Per [R.I.G.L. § 36-14-2](#), “Business” means a sole proprietorship, partnership, firm, corporation, holding company, joint stock company, receivership, trust, or any other entity recognized in law through which business for profit or not for profit is conducted.

Name of the person making this affidavit: _____

Position in the “Business” _____

Name of Entity _____

Address: _____

Phone number: _____

The number of persons or entities in your entity that are required to report under [Sec. 21.-28.1 \(e\)](#): _____

Read the following paragraph and answer one of the options:

Within the 12 month period preceding the date of this bid submission with the City of Providence, or with respect to the contracts that are not in writing within the 12 month period preceding the date of notification that the contract has reached the \$100,000 threshold, have you made campaign contributions within a calendar year to (please list all persons or entities required under [Sec. 21.-28.1 \(e\)](#)).

a. Members of the Providence City Council? Yes No

- If Yes, please complete the following:

Recipient(s) of the Contribution:

Contribution Date(s):

Contribution Amount(s):

b. Candidates for election or reelection to the Providence City Council? Yes No

- If Yes, please complete the following:

Recipient(s) of the Contribution:

Contribution Date(s):

Contribution Amount(s):



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c. The Mayor of Providence? Yes No

- If Yes, please complete the following:
 Recipient(s) of the Contribution:
 Contribution Date(s):

Contribution Amount(s):

d. Candidates for election or reelection to the office of Mayor of Providence? Yes No

- If Yes, please complete the following:
 Recipient(s) of the Contribution:
 Contribution Date(s):

Contribution Amount(s):

Signed under the pains and penalties of perjury.

Position



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WBE/MBE Form Instructions

The City of Providence actively seeks Minority and Women business enterprises to participate in bids to meet the City's procurement needs. Pursuant to the City of Providence Code of Ordinances, Chapter 21, Article II, [Sec. 21-52](#) (Minority and Women's Business Enterprise) and Rhode Island General Laws (as amended), Chapter 37-14, et seq. (Minority Business Enterprise), Minority Business Enterprise (MBE) and Women's Business Enterprise (WBE) participation goals apply to contracts.

The goal for Minority Business Enterprise (MBE) participation is **10%** of the total bid value.

The goal for Women's Business Enterprise (WBE) participation is **10%** of the total bid value.

The goal for combined MBE/WBE participation is **20%** of the total bid value.

Only businesses certified with the State of Rhode Island as minority and/or women business enterprises are counted towards the City's goals. Eligible minority or women-owned businesses are encouraged to seek certification from the State of Rhode Island Minority Business Enterprise Compliance Office at: <https://dedi.ri.gov/divisions-units/minority-business-enterprise-compliance-office>

Note: MBE certification with the State of Rhode Island on the basis of Portuguese heritage is not currently recognized by the City of Providence's MBE program.

Bid Requirements:

1. **All Bidders:** All bidders **must complete and submit the *MBE/WBE Participation Affidavit (page 13)*** indicating whether or not they are a state-certified MBE/WBE and acknowledging the City's participation goals. Submission of this form is **required with every bid. Your bid will not be accepted without an affidavit.**
2. **Bidders who will be subcontracting:** *In addition to the MBE/WBE Participation Affidavit*, Bidders who will be subcontracting must submit the ***Subcontractor Disclosure Form*** as part of their bid submission. All subcontractors, regardless of MBE/WBE status, must be listed on this form. Business NAICS codes can be found at <https://www.naics.com/search/>. Awarded bidders are required to submit ***Subcontractor Utilization and Payment Reports*** with each invoice.
3. **Waiver Requests:**
 - a) If the percentage of the total amount of the bid being awarded to MBE or WBE vendors is less than 20% (Box F on the Subcontractor Disclosure Form) and the prime contractor is not a Rhode Island State-certified MBE or WBE, the Bidder must complete the ***MBE/WBE Waiver Request Form (page 14)*** and obtain approvals prior to bid submission.
 - b) If the prime contractor company has the capacity to perform the whole project, the City of Providence requires the contractor to complete the ***MBE/WBE Waiver Request Form (page 14)*** and obtain approvals prior to bid submission.
 - c) If the contractor is a nonprofit organization, they are not required to complete the ***MBE/WBE Waiver Request Form***. However, the City of Providence requires the nonprofit organization to provide the ***MBE/WBE Participation Affidavit Form*** and proof of its nonprofit status.
 - d) If the contractor has researched the RI Certified minority list (<https://dedi.ri.gov/divisions-units/minority-business-enterprise-compliance-office/minority-business-enterprise-mbe>) and the state does not have any companies in the desired trade, the contractor must complete the ***MBE/WBE Waiver Request Form (page 14)*** and obtain approvals prior to bid submission.
 - e) Waivers will be considered for approval on a case-by-case basis.



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Verifying MBE/WBE Certification

It is the responsibility of the bidder to confirm that every MBE or WBE named in a proposal and included in a contract is certified by the Rhode Island Minority Business Enterprise Compliance Office. The current MBE/WBE directory is available at the State of RI MBE Office, One Capitol Hill, 2nd Floor, Providence, RI, or online at <http://odeo.ri.gov/offices/mbeco/mbe-wbe.php>. You can also call (401) 574-8670 to verify certification, expiration dates, and services that the MBE/WBE is certified to provide. Note: MBE certification with the State of Rhode Island on the basis of Portuguese heritage is not currently recognized by the City of Providence's MBE program.

Form Instructions:

Access all bid forms from <http://www.providenceri.gov/oeo/> or <http://www.providenceri.gov/purchasing/minority-women-owned-business-mbewbe-procurement-program/>. Download the forms as blank PDFs. Once saved on your computer, fill them out using the Adobe program. The fillable PDFs must be completed in Adobe in order to be saved properly. Google Chrome and similar platforms do not allow for the forms to be saved as filled PDFs. Therefore, please download the blank forms to your computer, then fill them out and save.

Assistance with Form Requirements

Examples of completed forms can be found on the City of Providence website at <http://www.providenceri.gov/oeo/> or <http://www.providenceri.gov/purchasing/minority-women-owned-business-mbewbe-procurement-program/>.

Contract Requirements:

Prime contractors engaging subcontractors must submit the *Subcontractor Utilization and Payment Report* to the City Department's Fiscal Agent with every invoice and request for final payment. A copy of all forms should be sent to the MBE/WBE Outreach Director Office, Grace Diaz at gdiaz@providenceri.gov. This form is not submitted as a part of the initial bid package.

For contracts with durations of less than 3 months, this form must be submitted along with the contractor's request for final payment. The form must include all subcontractors utilized on the contract, both MBE/WBE and non- MBE/WBE, the total amount paid to each subcontractor for the given period and to date, A copy of all forms should be sent to the MBE/WBE Outreach Director Office, Grace Diaz at gdiaz@providenceri.gov. During the term of the contract, any unjustified failure to comply with the MBE/WBE participation requirements is a material breach of contract.

Questions?

For more information or for assistance with MBE/WBE Forms, contact the City of Providence MBE/WBE Outreach Director, Grace Diaz, at gdiaz@providenceri.gov or (401) 680-5766.



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MBE/WBE PARTICIPATION AFFIDAVIT

Project /Item Description (as seen on RFP):

Prime Bidder: _____ Contact Email and Phone _____
Company Name, Address and Trade: _____

Which one of the following describes your business' status in terms of Minority and/or Woman-Owned Business Enterprise certification with the State of Rhode Island? MBE WBE Neither MBE nor WBE

By initialing the following sections and signing the bottom of this document in my capacity as the contractor or an authorized representative of contractor, I make this Affidavit:

It is the policy of the City of Providence that minority business enterprises (MBEs) and women business enterprises (WBEs) should have the maximum opportunity to participate in procurements and projects as prime contractors and vendors. Pursuant to [Sec. 21-52](#) of the Providence Code of Ordinances and [Chapter 37-14 et seq.](#) of the Rhode Island General Laws (as amended), MBE and WBE participation goals apply to contracts.

- The goal for Minority Business Enterprise (MBE) participation is 10% of the total bid value.
- The goal for Women's Business Enterprise (WBE) participation is 10% of the total bid value.
- The goal for combined MBE/WBE participation is 20% of the total bid value.

I acknowledge the City of Providence's goals of supporting MBE/WBE certified businesses. Initial _____

If awarded the contract, I understand that my company must submit to the Minority and Women's Business Coordinator at the City of Providence (MBE/WBE Office), copies of all executed agreements with the subcontractor(s) being utilized to achieve the participation goals and other requirements of the RI General Laws. **I understand that these documents must be submitted prior to the issuance of a notice to proceed.** Initial _____

I understand that, if awarded the contract, my firm must submit to the MBE/WBE Office canceled checks and reports required by the MBE/WBE Office on a quarterly basis verifying payments to the subcontractors(s) utilized on the contract. Initial _____

If I am awarded this contract and find that I am unable to utilize the subcontractor(s) identified in my Statement of Intent, I understand that I must substitute another certified MBE and WBE firm(s) to meet the participation goals. **I understand that I may not make a substitution until I have obtained the written approval of the MBE/WBE Office.**

Initial _____
If awarded this contract, I understand that authorized representatives of the City of Providence may examine the books, records and files of my firm from time to time, to the extent that such material is relevant to a determination of whether my firm is complying with the City's MBE/WBE participation requirements.

Initial _____
I do solemnly declare and affirm under the penalty of perjury that the contents of the foregoing Affidavit are true and correct to the best of my knowledge, information, and belief.

Signature of Bidder

Printed Name

Company Name

Date



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SUBCONTRACTOR DISCLOSURE FORM

Fill out this form only if you WILL SUBCONTRACT with other parties. If you will not subcontract any portion of the proposed bid, do not fill out this form.

Prime Bidder: _____ Primary NAICS _____

Code: _____

Item Description (as seen on RFP): _____

Please list all Subcontractors below. Include the total dollar value that you propose to share with each subcontractor and the dollar amount to be subcontracted. Please check off MBE and WBE where applicable. The directory of all state-certified MBE/WBE firms is located at www.mbe.ri.gov. Business NAICS codes can be found at <https://www.naics.com/search/>

Proposed Subcontractor	MBE	WBE	Primary NAICS Code	Date of Mobilization	\$ Value of Subcontract
					\$
					\$
					\$
					\$
					\$
					\$
A. MBE SUBCONTRACTED AMOUNT:					\$
B. WBE SUBCONTRACTED AMOUNT:					\$
C. NON-MBE WBE SUBCONTRACTED AMOUNT:					\$
D. DOLLAR AMOUNT OF WORK DONE BY THE PRIME CONTRACTOR:					\$
E. TOTAL AMOUNT OF BID (SUM OF A, B, C, & D):					\$
F. PERCENTAGE OF BID SUBCONTRACTED TO MBEs AND WBEs. (Divide the sum of A and B by E and multiply result by 100).					%

Please read and initial the following statement acknowledging you understand. If the percentage of the total amount of the bid being awarded to MBE or WBE vendors is less than 20% (Box (F) and the prime contractor is NOT a Rhode Island State-certified MBE or WBE, you must fill out the MBE/WBE WAIVER REQUEST FORM for consideration by City of Providence MBE/WBE Outreach Director. Initial _____ Required

Signature of Bidder

Printed Name
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MBE/WBE Waiver Request Form

**Fill out this form only if you did not meet the 20% MBE/WBE participation goal.
State-certified MBE or WBE Prime Bidders are NOT REQUIRED to fill out this form.**

Submit this form to the City of Providence MBE/WBE Outreach Director, Grace Diaz, at gdiaz@providenceri.gov, for review **prior to bid submission**. This waiver applies only to the current bid which you are submitting to the City of Providence and does not apply to other bids your company may submit in the future. **In case a waiver is needed, City Department Directors should not recommend a bidder for an award if this form is not included, absent or is not signed by the city of Providence MBE/WBE director.**

Prime Bidder: _____ Contact Email and Phone _____
Company Name, Address: _____ Trade _____
Project /Item Description (as seen on RFP): _____

To receive a waiver, you must list the certified MBE and/or WBE companies you contacted, the name of the primary individual with whom you interacted, and the reason the MBE/WBE company could not participate on this project.

MBE/WBE Company Name	Individual's Name	Company Name	Why did you choose not to work with this company?

I acknowledge the City of Providence's goal of a combined MBE/WBE participation is 20% of the total bid value. I am requesting a waiver of _____ % MBE/WBE (20% minus the value of **Box F** on the Subcontractor Disclosure Form). If an opportunity is identified to subcontract any task associated with the fulfillment of this contract, a good faith effort will be made to select MBE/WBE certified businesses as partners.

Signature of Prime Contractor /
or Duly Authorized Representative

Printed Name

Date Signed

Signature of City of Providence
MBE/WBE Outreach Director /
or Duly Authorized Representative

Printed Name of City of Providence
MBE/WBE Outreach Director

Date Signed



**BOARD OF CONTRACT AND SUPPLY
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BID PACKAGE SPECIFICATIONS

See page 20.



**BOARD OF CONTRACT AND SUPPLY
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SUPPLEMENTAL INFORMATION

If the issuing department for this RFP determines that your firm's bid is best suited to accommodate their need, you will be asked to provide proof of the following prior to formalizing an award.

An inability to provide the outlined items at the request of the department may lead to the disqualification of your bid.

*This information is **NOT** requested to be provided in your initial bid that you will submit to the City Clerk's office by the "date to be opened" noted on page 1. This list only serves as a list of items that your firm should be ready to provide on request.*

All bids submitted to the City Clerk become public record. Failure to follow instructions could result in information considered private being posted to the city's Open Meetings Portal and made available as a public record.

You must be able to provide:

- Business Tax ID will be requested after an award is approved by the Board of Contract and Supply.
- Proof of Insurance.
- Certificate of Good Standing with the Rhode Island Secretary of State.



**BOARD OF CONTRACT AND SUPPLY
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CITY OF PROVIDENCE STANDARD TERMS & CONDITIONS

1. The terms “you” and “your” contained herein refer to the person or entity that is a party to the agreement with the City of Providence (“the City”) and to such person’s or entity’s employees, officers, and agents.
2. The Request For Proposals (“RFP”) and these Standard Terms and Conditions together constitute the entire agreement of the parties (“the Agreement”) with regard to any and all matters. By your submission of a bid proposal or response to the City’s RFP, you accept these Standard Terms & Conditions and agree that they supersede any conflicting provisions provided by bid or in any terms and conditions contained or linked within a bid and/or response. Changes in the terms and conditions of the Agreement, or the scope of work thereunder, may only be made by a writing signed by the parties.
3. You are an independent contractor and in no way does this Agreement render you an employee or agent of the City or entitle you to fringe benefits, workers’ compensation, pension obligations, retirement or any other employment benefits. The City shall not deduct federal or state income taxes, social security or Medicare withholdings, or any other taxes required to be deducted by an employer, and this is your responsibility to yourself and your employees and agents.
4. You shall not assign your rights and obligations under this Agreement without the prior written consent of the City. Any assignment without prior written consent of the City shall be voidable at the election of the City. The City retains the right to refuse any and all assignments in the City’s sole and absolute discretion.
5. Invoices submitted to the City shall be payable sixty (60) days from the time of receipt by the City. Invoices shall include support documentation necessary to evidence completion of the work being invoiced. The City may request any other reasonable documentation in support of an invoice. The time for payment shall not commence, and invoices shall not be processed for payment, until you provide reasonably sufficient support documentation. In no circumstances shall the City be obligated to pay or shall you be entitled to receive interest on any overdue invoice or payment. In no circumstances shall the City be obligated to pay any costs associated with your collection of an outstanding invoice.
6. For contracts involving construction, alteration, and/or repair work, the provisions of applicable state labor law concerning payment of prevailing wage rates (R.I. Gen. Laws §§ 37-13-1 et seq., as amended) and the City’s First Source Ordinance (Providence Code of Ordinances §§ 21-91 et seq., as amended) apply.
7. With regard to any issues, claims, or controversies that may arise under this Agreement, the City shall not be required to submit to dispute resolution or mandatory/binding arbitration. Nothing prevents the parties from mutually agreeing to settle any disputes using mediation or non-binding arbitration.
8. To the fullest extent permitted by law, you shall indemnify, defend, and hold harmless the City, its employees, officers, agents, and assigns from and against any and all claims, damages, losses, allegations, demands, actions, causes of action, suits, obligations, fines, penalties, judgments, liabilities, costs and expenses, including but not limited to attorneys’ fees, of any nature whatsoever arising out of, in connection with, or resulting from the performance of the work provided in the Agreement.
9. You shall maintain throughout the term of this Agreement the insurance coverage that is required by the RFP or, if none is required in the RFP, insurance coverage that is considered in your industry to be commercially reasonable, and you agree to name the City as an additional insured on your general liability policy and on any umbrella policy you carry.
10. The City shall not subject itself to any contractual limitations on liability. The City shall have the time permitted within the applicable statute of limitations, and no less, to bring or assert any and all causes of action, suits, claims or demands the City may have arising out of, in connection with, or resulting from the performance of the work provided in the Agreement, and in no event does the City agree to limit your liability to the price of the Agreement or any other monetary limit.
11. The City may terminate this Agreement upon five (5) days’ written notice to you if you fail to observe any of the terms and conditions of this Agreement, or if the City believes your ability to perform the



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

terms and conditions of this Agreement has been materially impaired in any way, including but in no way limited to loss of insurance coverage, lapsing of a surety bond, if required, declaration of bankruptcy, or appointment of a receiver. In the event of termination by the City, you shall be entitled to just and equitable compensation for any satisfactory work completed and expenses incurred up to the date of termination.

12. Written notice hereunder shall be deemed to have been duly served if delivered in person to the individual or member of the firm or entity or to an officer of the entity for whom it was intended, or if delivered at or sent by registered or certified mail to the last business address known by the party providing notice.
13. In no event shall the Agreement automatically renew or be extended without a writing signed by the parties.
14. You agree that products produced or resulting from the performance of the Agreement are the sole property of the City and may not be used by you without the express written permission of the City.
15. For any Agreement involving the sharing or exchange of data involving potentially confidential and/or personal information, you shall comply with any and all state and/or federal laws or regulations applicable to confidential and/or personal information you receive from the City, including but not limited to the Rhode Island Identity Theft Protection Act, R.I. Gen. Laws § 11-49.3-1, during the term of the Agreement. You shall implement and maintain appropriate physical, technical, and administrative security measures for the protection of, and to prevent access to, use, or disclosure of, confidential and/or personal information. In the event of a breach of such information, you shall notify the City of such breach immediately, but in no event later than twenty-four (24) hours after discovery of such breach.
16. The Agreement is governed by the laws of the State of Rhode Island. You expressly submit yourself to and agree that any and all actions arising out of, in connection with, or resulting from the performance of the Agreement or relationship between the parties shall occur solely in the venue and jurisdiction of the State of Rhode Island or the federal court located in Rhode Island.
17. The failure of the City to require performance of any provision shall not affect the City's right to require performance at any time thereafter, nor shall a waiver of any breach or default of this Agreement constitute a waiver of any subsequent breach or default or a waiver of the provision itself.
18. If any term or provision of this Agreement, or the application thereof to any person or circumstance shall, in any extent, be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

INFORMATION TO ALL BIDDERS

This is a Blanket Contract from July 1, 2024, to June 30, 2027. **ALL PRICES QUOTED MUST REMAIN FIRM FOR THIS TIME PERIOD.** PWSB reserves the right to extend this contract for two additional years.

Providence Water will be soliciting bids on both the Disc Series Meters and the Ultra Sonic Meters. These meter bids will be awarded separately and vendors are not required to bid on both the Disc Series Meters and the Ultra Sonic Meters, but must bid on every item contained in the bid(s) they chose.

Providence Water reserves the right to award the contract to multiple vendors, in the event, the primary vendor is unable to provide the product. No partial bid will be awarded.

All quoted prices must include all costs, including freight for deliveries to the Providence Water Supply Board.

All quoted prices are to remain firm, for the life of the contract, unless the bidder includes any pricing escalations based on the market index or other factors.

Price escalation must be consistent each year, and not to exceed the market rate index or a percentage. Price escalations, are used when calculating the total cost of the bid.

Deliveries will only be accepted Monday thru Friday (Excluding Holidays) between the hours of 9:00am thru 3:00pm at 125 Dupont Drive Providence, RI.02907

The successful bidder must make deliveries in the time period requested or quoted in the bid. Deliveries will have a 48-hour notice to Mr. Mark Ceseretti (401) 521-6300 Ext 7120.

Deliveries will be made upon the request of the proper Providence Water Supply Board (PWSB) officials.
THE PWSB RESERVES THE RIGHT TO REQUIRE PARTIAL ORDERS AND SHIPMENT AS DEEMED NECESSARY

A packing slip must accompany all material listing quantity, description of the item, serial number and Providence Water Purchase Order Number.

The PWSB may purchase a total of approximately 5,126 no lead meters per year as specified herein. However, award of this contract, in no way, obligates the city to buy or spend the corresponding estimated dollars. The amount is estimated based on historical data for bidder's information upon which to base their quoted quantity price discounts.

Based on the numbers, accounts that use each particular meter, we estimate that Providence Water will change the following quantities:

5/8" Meters	2,940	¾" Meters	1,620	1" Meters	348
1.5" Meters	110			2" Meters	108

(1)

9. Bidders must bid on every item in the RFP. No partial bids will be accepted or awarded.



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

10. All materials must be marked with a PWSB part number. This number is to be permanently attached, each individual item and each container is shipped in (if any). The markings should be legible and long lasting. PWSB will supply all necessary part numbers.
11. All cold-water meters, displacement type, magnetic drive 5/8" to 2", furnished shall be produced from a manufacturing facility whose QMS is ISO 9001 Certified and conforms to the "Standard Specifications for Cold Water Meters" by the American Water Works Association, the New England Water Works Association (C700) latest version.
12. The PWSB reserves the right to cancel this contract, at any time, with a 30-day written notice.
13. The PWSB reserves the right to purchase and have performed any quantity of any item listed.
14. PWSB reserves the right to award one-year or multiple years as deemed in its best interest.
15. Providence Water has adopted a policy to standardize the purchase of water meters under 2" from multiple manufacturers with an established relationship with Itron and currently proven and demonstrated with at least 5 years of reading experience.
16. Providence Water requires notification of any manufacturing process change that have may occurred with their product being bid on within the last three years.
17. Successful bidder must be able to deliver meters 4 weeks from the date of order.
18. Delivered meters will contain a permanent serial # on the meter and a removable serial number test tag or sticker also attached to meter.
19. All deliveries must be on a short style trailer (Pup Size).
20. Providence Water reserves the right to order standard or low lead bronze type meters at the same quoted price. If a vendor is requesting additional costs, then it should be noted on the Bidder's Blank.
21. Located at the bottom of the last page of the Bidder's Blank is a place for a yearly – not to exceed percentage increase – for the life of the contract if needed. The yearly percentage increase will be used to calculate the total cost of the contract.
22. For questions regarding this specification please contact Mark Ceseretti at (401) 521-6300 Ext 7120.



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

**WATER SUPPLY BOARD
INVITATION TO BID ON
WATER METERS AND METER PARTS**

Sealed proposals are hereby invited by the Board of Contract and Supply to furnish in accordance with the attached specifications and deliver freight prepaid to the Providence Water Supply Board, 125 Dupont Drive, Providence, Rhode Island, the following:

Size	Description
5/8" x 5/8"	No lead cold water meters with washers equipped with any remote Itron ERT compatible registers Must meet NFS Standards as of Jan 2014.
5/8" x 5/8"	No lead cold water Pit Setting meters with washers equipped with 25' of wire, in-line, for any Itron ERT. Must meet NFS Standards as of Jan 2014
5/8" x 5/8"	No lead cold water meters with washers equipped with 5' of wire, in-line, for any Itron ERT. Must meet NFS Standards as of Jan 2014
5/8"	Remote Register Head Only
5/8"	Meter Couplings
3/4" x 3/4"	No lead cold water meters with washers equipped with any remote Itron ERT compatible registers. Must meet NFS Standards as of Jan 2014
3/4" x 3/4"	No lead cold water Pit Setting meters with washers equipped with 25' of wire, in-line, for any Itron ERT. Must meet NFS Standards as of Jan 2014.
3/4" x 3/4"	No lead cold water meters with washers equipped with 5' of wire, in-line, for any Itron ERT. Must meet NFS Standards as of Jan 2014.
3/4"	Remote Register Head Only
3/4"	Meter Couplings
Size	Description



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

1" x 1"	No lead cold water meters with washers equipped with remote Itron ERT compatible registers. Must meet NFS Standards as of Jan 2014
1" x 1"	No lead cold water Pit Setting meters with washers equipped with 25' of wire, in-line, for any Itron ERT. Must meet NFS Standards as of Jan 2014
1" x 1"	No lead cold water meters with washers equipped with 5' of wire, in-line, for any Itron ERT. Must meet NFS Standards as of Jan 2014
1"	Remote Register Head Only
1"	Meter Couplings
1 ½" x 1 ½"	No lead cold water meters with washers equipped with remote Itron compatible registers. Must meet NFS Standards as of Jan 2014
1 ½" x 1 ½"	No lead cold water Pit Setting meters with washers equipped with 25' of wire, in-line, for any Itron ERT. Must meet NFS Standards as of Jan 2014
1 ½"	Remote Register Head Only
1 ½"	Meter Couplings
2" x 2"	No lead cold water meters with washers equipped with remote Itron compatible registers. Must meet NFS Standards as of Jan 2014
2" x 2"	No lead cold water Pit Setting meters with washers equipped with 25' of wire, for any Itron ERT. Must meet NFS Standards as of Jan 2014
2" x 2"	No lead cold water meters with washers equipped with 25' of wire, for any Itron ERT. Must meet NFS Standards as of Jan 2014
2"	Remote Register Head Only
2"	Meter Couplings

WATER METERS WILL BE ORDERED AND SHIPPED AS REQUIRED



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

SPECIFICATIONS

All cold-water meters, displacement type, magnetic drive 5/8" to 2", furnished shall be produced from a manufacturing facility whose QMS is ISO 9001 Certified and conforms to the "Standard Specifications for Cold Water Meters" by the American Water Works Association, the New England Water Works Association (C700) latest version.

The meters are to have a life expectancy of 20 years, and the meters purchased meet the Safe Drinking Water Act (SDWA) per NSF 372. Providence Water wants to assure the safety of its drinking water and our investment in the metering infrastructure.

Meters that do not meet the SDWA (NSF/ANSI 372) lead free requirements will be returned to the manufacturer or scrapped and all costs – including replacement – will be the responsibility of the vendor.

Only magnetic-driven, positive displacement meters of the flat nutating disc type will be accepted.

The size capacity, and meter length shall be as specified in the latest revision of the AWWA Standard C700. The maximum number of disc mutations is not to exceed the those specified in the latest revision of the AWWA C700.

The meter main case and cover of the meters shall be cast from NSF/ANSI 61 and NSF/ANSI 372 certified leadfree alloy containing a minimum of 85% copper. The serial number should be stamped between the inlet or outlet port of the main case and the register. Main case markings shall be cast raised and shall be cast raised and shall indicate size, model, direction of flow, and NSF/ANSI 61 certification.

Plastic main cases are not acceptable.

Main cases 5/8", 3/4", and 1" meters shall have a removable bottom cap type with the bottom cap secured by four bolts on the 5/8 and 3/4" sizes, six bolts on the 1" size. Intermediate meter main cases shall also be made of the same lead free brass material in sizes 1.5" and 2" with a cover secured to the main case with eight bolts. Meters with a frost plug, a screw on design, or no bottom cap shall not be accepted in 5/8" to 1" sizes. The 5/8" meters shall have a synthetic polymer or cast iron bottom cap option.

The main case bolts shall be of the three hundred series non-magnetic stainless steel to prevent corrosion.

The leadfree main cases shall guaranteed free from manufacturing defects in workmanship and material for the life of the meter.

All meter's must be adaptable to a field programmable encoder register, ITRON, without interruption of the customer's service.



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The register shall be of the straight reading sealed magnetic drive type and shall contain six numeral wheels and measure in cubic feet only. The registers must be roll sealed and dry. All direct reading register cups shall be copper to prevent corrosion and be covered with a high-strength, impact-resistance flat glass lens to prevent breakage. The lens shall be positioned above the register box to allow runoff of debris. The register retaining ring shall be designed to absorb impact from the register. Register boxes and lids shall be of high strength synthetic polymer or approved equivalent. All registers shall have the size, model, and manufacturing date stamped on the face of the dial. The dial shall have a red center sweep hand and shall contain one hundred equally divided graduations at its periphery.

The register must contain a low flow indicator with a 1:1 ratio to disc nutations to provide leak detection.

Register shall be secured to the main case by a plastic tamper proof seal to allow inline service replacement. Register seal screws are only accepted when supplied with attached sealing wire to at least one bottom cap bolt with seal wire holes of not less than 3/32" diameter.

Registers will be guaranteed for a minimum of 10 years and all meters will be guaranteed for one year on material and workmanship.

The chamber should be composed of non-hydrolyzing synthetic polymer. The measuring chamber shall be a two-piece, snap-joint type with no fasteners allowed.

The control block shall be the same material as the measuring chamber and be located on the top of the chamber. The control block shall be located after the strainer.

The measuring chamber outlet port shall be sealed to the main case outlet port by means of an O-ring gasket.

The flat nutating disc shall be a single piece made from non-hydrolyzing synthetic polymer and shall contain a type 316 stainless steel spindle. The nutating disc shall be equipped with a synthetic polymer thrust roller located within the disc slot. The thrust roller head shall roll on the buttressed track provided by the diaphragm.

The chamber shall be warranted for ten years against freeze damage if the meter has been equipped with a frost-proof cast iron or synthetic polymer bottom cap.

All meters will contain a removable polypropylene plastic strainer screen. The strainer will be located near the main case inlet port, before the measuring chamber. The strainer will also function as the device that holds the measuring chamber in place within the main case. Straps or other types will not be accepted.

To ensure accuracy, each meter must be accompanied by a factory test tag certifying the accuracy at the flows required by the AWWA C700.



**BOARD OF CONTRACT AND SUPPLY
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All meters shall be warranted as follows:

Size	Low Flow	Low Flow New Meter Accuracy	Low Flow Repaired Meter Accuracy
5/8"	1/8gpm @95%	5 yrs or 500,000 gallons	15yrs of 1,500,000 gallons
3/4"	1/4gpm @ 95%	5 yrs or 750,000 gallons	15 yrs or 2,250,000 gallons
1"	3/8gpm @ 95%	5 yrs or 1,000,000 gallons	15 yrs or 3,000,000 gallons
1 1/2"	3/4gpm @ 95%	2 yrs or 1,600,000 gallons	12 yrs or 5,000,000 gallons
2"	1gpm @ 95%	2 yrs or 2,700,000 gallons	12 yrs or 8,000,000 gallons

Normal meter operating range shall be as follows:

Size	Accuracy Range +/- 1.5%
5/8"	1/2 - 20 gpm
3/4"	3/4- 30 gpm
1"	1 – 50 gpm
1 1/2"	2 – 100 gpm
2"	2 1/2 gpm

Meters should have threaded spuds 5/8" to 1", and shall have female threaded connections 1 1/2" & 2".

All meters furnished shall come complete with Remote Registers that provide means for electrically transmitting a water meter reading from the indoor meter to any Itron ERT Module.

All vendors bidding shall submit a parts list containing the price for each of the bid sheet items. The Vendor awarded the contract shall be required to provide all necessary parts.

All meters must be equipped with washers.



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Bidder's Blank

All cold-water meters, displacement type, magnetic drive 5/8" to 2", furnished shall be produced from a manufacturing facility whose QMS is ISO 9001 Certified and conforms to the "Standard Specifications for Cold Water Meters" by the American Water Works Association, the New England Water Works Association (C700) latest version.

*NOTE: PLEASE USE THE SPACE TO PROVIDE DOLLAR AMOUNT IN WRITING
(Words and Numbers)

1. 5/8" No Lead Cold Water Pit Setting Meter equipped with 25' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

2. 5/8" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

3. 5/8" Register with direct mount for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount

4. 5/8" Register with 25' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount

5. 5/8" Register with 5' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Bidder's Blank

*NOTE: PLEASE USE THE SPACE TO PROVIDE DOLLAR AMOUNT IN WRITING
(Words and Numbers)

1. 3/4" No Lead Cold Water Pit Setting Meter equipped with 25' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

2. 3/4" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers

* _____ \$ _____ each
Written Amount

3. 3/4" Register with direct mount for any Itron ERT and washers
(Excluding base)

* _____ \$ _____ each
Written Amount

4. 3/4" Register with 25' of wire, in-line connector for any Itron ERT and washers
(Excluding base)

* _____ \$ _____ each
Written Amount

5. 3/4" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Bidder's Blank

*NOTE: PLEASE USE THE SPACE TO PROVIDE DOLLAR AMOUNT IN WRITING
(Words and Numbers)

1. 1" No Lead Cold Water Pit Setting Meter equipped with 25' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

2. 1" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

3. 1" Register with direct mount for any Itron ERT and washers:
(Excluding base)

* _____ \$ _____ each
Written Amount

4. 1" Register with 25' of wire, in-line connector for any Itron ERT and washers:
(Excluding base)

* _____ \$ _____ each
Written Amount

5. 1" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
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Bidder's Blank

*NOTE: PLEASE USE THE SPACE TO PROVIDE DOLLAR AMOUNT IN WRITING
(Words and Numbers)

1. 1.5" No Lead Cold Water Pit Setting Meter equipped with 25' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

2. 1.5" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

3. 1.5" Register with direct mount for any Itron ERT and washers
(Excluding base)

* _____ \$ _____ each
Written Amount

4. 1.5" Register with 25' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount

5. 1.5" Register with 5' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
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Bidder's Blank

*NOTE: PLEASE USE THE SPACE TO PROVIDE DOLLAR AMOUNT IN WRITING
(Words and Numbers)

1. 2.0" No Lead Cold Water Pit Setting Meter equipped with 25' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

2. 2.0" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

3. 2.0" Register with direct mount for any Itron ERT and washers
(Excluding base)

* _____ \$ _____ each
Written Amount

4. 2.0" Register with 25' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount

5. 2.0" Register with 5' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
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Bidder's Blank

1. 5/8" Cold Water Meter Brass Couplings:

* _____ \$ _____ each
Written Amount

2. 3/4" Cold Water Meter Brass Couplings:

* _____ \$ _____ each
Written Amount

3. 1" Cold Water Meter Couplings

* _____ \$ _____ each
Written Amount

4. 1.5" Cold Water Meter Couplings:

* _____ \$ _____ each
Written Amount

5. 2" Cold Water Meter Three Part Brass Couplings for:

* _____ \$ _____ each
Written Amount

5. 2" Cold Water Meter Three Part Brass Couplings for:

* _____ \$ _____ each
Written Amount



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Bidder's Blank

1. Tamper Resistant scdr STUBY T-10 62658-001

* _____ \$ _____ each
Written Amount

2. Bit Torx Tamper Resistant T-10 62657-007

* _____ \$ _____ each
Written Amount

3. 5/8" Cold Water Meter Washers:

* _____ \$ _____ each
Written Amount

4. 3/4" Cold Water Meter Washers:

* _____ \$ _____ each
Written Amount

5. 1.0" Cold Water Meter Washers:

* _____ \$ _____ each
Written Amount

5. 1.5" Cold Water Meter Washers:

* _____ \$ _____ each
Written Amount

5. 2.0" Cold Water Meter Washers:

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Bidder's Blank

**Yearly not to exceed percentage increase
for the life of the contract**

* _____ %
Written Amount



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

**ULTRA SONIC WATER METERS WILL BE ORDERED AND SHIPPED AS REQUIRED
SPECIFICATIONS**

All cold-water meters (solid state type 5/8" to 2", furnished shall be produced from a manufacturing facility whose QMS is ISO 9001 Certified and meets or exceeds the accuracy requirements specified in the "Standard Specifications for Cold Water Meters" C715 latest revision issued by the AWWA.

Providence Water requires that all water meters submitted in this proposal be compliant with NSF/ANSI 61, which exceeds the requirements of NSF/ANSI 372 that became effective January 2014:

Providence Water wishes to ensure the safety of its drinking water.
Providence Water wishes to safeguard its investment in metering infrastructure.
Meters shall be made of "lead free" high-copper alloy as defined by NSF/ANSI 61.

Only meters featuring solid state metrology will be accepted because of enhanced low-flow accuracy performance and extended accuracy over meter life.

The measurement technology shall be based on ultrasonic sensing featuring no moving parts.

The meter's size, capacity, and length shall be as specified in AWWA Standard C715 (latest revision)

The meter maincase shall be made cast from NSF/ANSI 61 certified lead free alloy containing a minimum of 85% copper. Plastic maincases or flow tubes are not acceptable as the spuds are susceptible to cross-threading or breaking during installation or from pipe stress over time.

The serial number should be displayed in a permanent location on the register.

Meter markings shall indicate the size, model, direction of flow, and NSF 61 certification.

All lead free maincases shall be guaranteed free from manufacturing defects in workmanship and material for the warranted life of the meter.

All maincase screws or bolts shall be of 300 Series non-magnetic stainless steel to prevent corrosion.

The solid state meter electronic enclosure shall be constructed of a durable engineered composite designed to last the life of the meter. The meter shall provide a fully potted wire connection for use with AMR/AMI devices.

The solid state meter must feature fully potted electronics and battery for submission in flooded meter pits.



**BOARD OF CONTRACT AND SUPPLY
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The register must measure in cubic feet and be Itron compatible.

The register shall provide at least a 9-digit visual registration at the meter.

The register shall provide an 8-digit meter reading for transmission through the RF AMR/AMI endpoint.

The register shall employ a visual LCD leak detection indicator as well as provide remote leak detection through an ASCII format to the RF AMR/AMI endpoint.

The register shall provide an indication of days of zero consumption, communicated as ASCII format data to the RF AMR/AMI endpoint.

The register should accumulate and register consumption without connecting to a receptacle or RF AMR/AMI endpoint. The register shall display flow rate information (interleaved with the current meter reading).

The register shall subtract reverse flow from the total registration.

Solid state meters shall not require a strainer for accurate operation.

Meter manufacture's solid state meters shall exceed AWWA C715 accuracy standards and warrant their published accuracy levels for the life of their meters. Each meter shipment must be accompanied by factory test data showing the accuracy of the meter as tested at their factory.

Manufacturers shall be a member of the AWWA with a minimum of twenty-five (25) years of field and production experience in water measurement technologies and serving water utilities in the United States.

All solid state meters will be guaranteed compatible to the Itron Reading System

The solid state meter technology provided be ultrasonic-based technology featuring continuous measurements greater or equal to 4 times per second, to ensure desired accuracy at low-end flows and during typical start/stop conditions.



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All cold-water meters, displacement type, magnetic drive 5/8" to 2", furnished shall be produced from a manufacturing facility whose QMS is ISO 9001 Certified and conforms to the "Standard Specifications for Cold Water Meters" by the American Water Works Association, the New England Water Works Association (C700) latest version.

*NOTE: PLEASE USE THE SPACE TO PROVIDE DOLLAR AMOUNT IN WRITING
(Words and Numbers)

1. 5/8" No Lead Cold Water Pit Setting Meter equipped with 25' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

2. 5/8" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

3. 5/8" Register with direct mount for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount

4. 5/8" Register with 25' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount

5. 5/8" Register with 5' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Bidder's Blank

*NOTE: PLEASE USE THE SPACE TO PROVIDE DOLLAR AMOUNT IN WRITING
(Words and Numbers)

1. 3/4" No Lead Cold Water Pit Setting Meter equipped with 25' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

2. 3/4" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers

* _____ \$ _____ each
Written Amount

3. 3/4" Register with direct mount for any Itron ERT and washers
(Excluding base)

* _____ \$ _____ each
Written Amount

4. 3/4" Register with 25' of wire, in-line connector for any Itron ERT and washers
(Excluding base)

* _____ \$ _____ each
Written Amount

5. 3/4" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Bidder's Blank

*NOTE: PLEASE USE THE SPACE TO PROVIDE DOLLAR AMOUNT IN WRITING
(Words and Numbers)

1. 1" No Lead Cold Water Pit Setting Meter equipped with 25' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

2. 1" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

3. 1" Register with direct mount for any Itron ERT and washers:
(Excluding base)

* _____ \$ _____ each
Written Amount

4. 1" Register with 25' of wire, in-line connector for any Itron ERT and washers:
(Excluding base)

* _____ \$ _____ each
Written Amount

5. 1" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Bidder's Blank

*NOTE: PLEASE USE THE SPACE TO PROVIDE DOLLAR AMOUNT IN WRITING
(Words and Numbers)

1. 1.5" No Lead Cold Water Pit Setting Meter equipped with 25' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

2. 1.5" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

3. 1.5" Register with direct mount for any Itron ERT and washers
(Excluding base)

* _____ \$ _____ each
Written Amount

4. 1.5" Register with 25' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount

5. 1.5" Register with 5' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Bidder's Blank

*NOTE: PLEASE USE THE SPACE TO PROVIDE DOLLAR AMOUNT IN WRITING
(Words and Numbers)

1. 2.0" No Lead Cold Water Pit Setting Meter equipped with 25' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

2. 2.0" No Lead Cold Water Meter equipped with 5' of wire, in-line connector for any Itron ERT and washers:

* _____ \$ _____ each
Written Amount

3. 2.0" Register with direct mount for any Itron ERT and washers
(Excluding base)

* _____ \$ _____ each
Written Amount

4. 2.0" Register with 25' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount

5. 2.0" Register with 5' of wire, in-line connector for any Itron ERT and washers.
(Excluding base)

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Bidder's Blank

1. 5/8" Cold Water Meter Brass Couplings:

* _____ \$ _____ each
Written Amount

2. 3/4" Cold Water Meter Brass Couplings:

* _____ \$ _____ each
Written Amount

3. 1" Cold Water Meter Couplings

* _____ \$ _____ each
Written Amount

4. 1.5" Cold Water Meter Couplings:

* _____ \$ _____ each
Written Amount

5. 2" Cold Water Meter Three Part Brass Couplings for:

* _____ \$ _____ each
Written Amount

5. 2" Cold Water Meter Three Part Brass Couplings for:

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Bidder's Blank

1. Tamper Resistant scdr STUBY T-10 62658-001

* _____ \$ _____ each
Written Amount

2. Bit Torx Tamper Resistant T-10 62657-007

* _____ \$ _____ each
Written Amount

3. 5/8" Cold Water Meter Washers:

* _____ \$ _____ each
Written Amount

4. 3/4" Cold Water Meter Washers:

* _____ \$ _____ each
Written Amount

5. 1.0" Cold Water Meter Washers:

* _____ \$ _____ each
Written Amount

5. 1.5" Cold Water Meter Washers:

* _____ \$ _____ each
Written Amount

5. 2.0" Cold Water Meter Washers:

* _____ \$ _____ each
Written Amount



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

Bidder's Blank

**Yearly not to exceed percentage increase
for the life of the contract**

* _____ %
Written Amount

Certificate of Insurance

1. The Original Certificate of Insurance must be mailed to:

Providence Water

125 Dupont Drive
 Providence, RI 02907
 Attention: Elizabeth Paquin

2. Certificate must be completely filled out listing all Insurance Companies, Coverage's. and Limits. Providence Water (PW) require the following Certificate must be completely filled out listing all Insurance Companies, Coverage's. and Limits. Providence Water (PW) require the following insurances requirements.

Required	Coverage
x	Worker's Compensation and Occupational Insurance: In statutory amounts, Covering all employees of the contractor. Employer's liability coverage with limits of not less than \$500,000.00/ each accident or illness shall be included.
x	Commercial General Liability Insurance: Commercial Liability Insurance with limits of not less than \$1,000,000.000 per occurrence, for bodily injury and/or property damage liability \$2,000,000.000 in the aggregate. Products/completed operation, independent contractors, and contractual liability coverages are to be included. No exclusions for rigging, hoisting, explosions, collapse and/or underground. Completed operations coverage must remain in effect for a period of not less than 2 years after the completion of all work. "The City of Providence, Providence Water, its officers and agents are to name as an additional insured."
x	Automobile Liability Insurance: When any motor vehicles are used in connection with the work to be performed the Contractor shall maintain Automobile Liability Insurance with limits of not less \$1,000,000.00 per occurrence, combined single limit, for bodily injury and property damage. "The City of Providence, Providence Water are to be named as additionally insured."
	Builder's Risk Policy: When a free standing unit is to be constructed or any addition to our facilities made in connection with the work specified, the Contractor must provide Builder's Risk Insurance or an Installation Floater covering all risks with limits equal to the award of the contract.
	Professional Liability Insurance: When any architects, engineers, or consulting firms perform work in connection with any contract, the contractor shall maintain Professional Liability Insurance with limits not less than \$2,000,000.00 per occurrence and aggregate.

3. The insured name must be the same name as the name on the bid submitted.
4. Insurance Certificates should state the Title of Project to be performed.

5. Certificate must read “The City of Providence, Providence Water, its Officers and Agents are named as additional insured.”
6. Certificate Holder provision of the certificate must list “The City of Providence and Providence Water.”
7. Cancellation and/or reduction in coverage must provide 30 days' notice.
8. The successful bidder must produce a satisfactory Certificate of Insurance within 10 days after award. No work will begin or contract signed unless all these requirements are met. Failure to do so may result in the cancellation of the award and award to another bidder.
9. The insurances specified shall be carried until all work required to be performed under the terms of the CONTRACTOR's services are satisfactorily completed and for a period of at least two years after the date when final payment becomes due. Failure to carry or keep such insurance in force shall constitute a violation of the contract, and the Providence Water \ maintains the right to stop work and/or withhold payment until proper evidence is provided.
10. The insurance shall provide for 30 days' prior written notice to be given to the Providence Water in the event coverage is substantially changed, canceled, or not renewed.
11. In no case shall the coverage limits stated for Commercial General Liability, Automobile Liability, or Professional Liability insurance stated above be less than the total contract amount. If the total contract amount exceeds any stated limit, the limit shall be adjusted to the satisfaction of the OWNER to the next highest \$1,000,000.00 exceeding the total contract amount.
12. Providence Water maintains the right to modify, delete, alter or change these requirements.
13. The successful bidder understands and agrees that any insurance protection furnished by the CONTRACTOR hereunder shall in no way limit its responsibility to indemnify and save harmless Providence Water.
14. For additional Information contact Elizabeth Paquin at (401)521-6300 ext. 7227

(SAMPLE ATTACHED)

