

**City of Farmington
Farmington Electric Utility System**

REQUEST FOR INFORMATION

Wireless Phasing Meters

RFI No.: 19-128681

Closing Date: October 18, 2018 at 2:00 p.m.

Description:

The City of Farmington Electric Utility System (FEUS) wishes to identify and distinguish the market for wireless phasing meters that meet its specific needs and to determine whether a competitive bid or request for quotes (RFQ) is warranted. Demonstrations may be scheduled to receive additional information regarding products that are offered. This process is not an offer to contract.

Contact Information: **Buyer: Sharron Dunn, CPPB**
 Phone/Fax: 505-599-1376/505-599-1377
 Email: sdunn@fmtn.org

Submit information and responses to the City of Farmington (COF) PURCHASING OFFICE at:

sdunn@fmtn.org or
CITY OF FARMINGTON
CENTRAL PURCHASING DEPARTMENT
Attn: Sharron Dunn
805 MUNICIPAL DRIVE (Physical)
800 MUNICIPAL DRIVE (Mailing)
FARMINGTON, NM 87401

SINGLE POINT OF CONTACT: There will be only one point of contact for the entire Request for Information process. The contact point is the COF Purchasing Office, and the contact person is the Buyer listed above. COF official response to any questions or requests will be in writing through direct letters or the Addendum process.

FOR MORE INFORMATION please refer to Section 1 “Instructions to Respondents”.

NOTICE

**Request for Information (“RFI”)
Wireless Phasing Meters
RFI No.: 19-128681**

The Farmington Electric Utility System (FEUS) requests information from interested parties who provide wireless phasing meters in order to identify and distinguish the market for such systems that meet its specific needs. Although this RFI may help determine whether a competitive proposal process is warranted, **FEUS is requesting technical information only at this time and makes no guarantee that it will issue a bid/RFQ or enter into any agreement as a result of this Request for Information.**

Please submit responses to Sharron Dunn, CPPB (Buyer I), no later than, 2:00 p.m. on October 18, 2018 via email to sdunn@fmtn.org. All responses must clearly identify the RFI number and name of the respondent.

The RFI documents may be downloaded from the COF Purchasing website:
<http://www.fmtn.org/bids.aspx>.

Date: October 9, 2018

**Request for Information ("RFI")
Wireless Phasing Meters
RFI No.: 19-128681**

October 18, 2018
2:00 P.M.

ACKNOWLEDGEMENT OF RECEIPT FORM

In order to receive copies of all future communications, relating to, and including amendments to this distribution packet #19-128681, return this acknowledgement form no later than October 12, 2018 at 2:00 p.m. Returning this form is not mandatory to submit a response.

FIRM: _____

REPRESENTED BY: _____

TITLE: _____ PHONE: _____

EMAIL: _____ FAX: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

SIGNATURE: _____ DATE: _____

This name and address will be used for all correspondence related to document #19-127502.

Firm **does / does not (circle one)** intend to respond.

If firm **does not** intend to reply, please give a brief reason for not responding: _____

Return to:

Sharron Dunn, CPPB, Buyer I
City of Farmington
Central Purchasing
800 Municipal Drive
Farmington, NM 87401
Phone: (505) 599-1376
Fax: (505) 599-1377
Email: sdunn@fmtn.org

I. INSTRUCTIONS TO RESPONDENTS

1.1 SUBMISSIONS

Please submit your response to each of the questions listed in Section 2. Provide as much detail as possible in your response:

- Email Response to Purchasing: sdunn@fmtn.org

The deadline for questions time and date for this RFI: October 12, 2018 at 2:00 p.m.

The closing time and date for this RFI: October 18, 2018 at 2:00 p.m.

1.2 DESCRIPTIVE LITERATURE

You may submit information which describes your organization in sufficient detail. You may also provide a link to your website if the detailed information can be found there.

1.3 PROPRIETARY DATA/PUBLIC RECORD

This Request for Information, together with copies of all documents submitted in your response, will be kept by COF and made a part of a file or record, which shall be subject to the open to public records act.

II. FEATURES REQUIRED

FEATURES REQUIRED

- No connecting cord between transmitter and receiver
- Phase through walls and metal enclosures
- Perform phasing operations
- Phase conductors on system voltages up to 230kV (phase-to-phase)
- Clear indications of in-phase/out-of-phase conditions with both audible and visual indications
- Rugged and lightweight
- Built-in universal splines for hotstick attachment
- Both transmitter and receiver powered by 9V lithium or alkaline battery
- Includes overhead probes and foam filled carrying case
- Operating Voltage Range: 4kV to 230kV (phase-to-phase)
- RadioTransmission Capability: More than 30 feet through the air, over 1,000 feet along overhead conductors and underground cables with polyethylene insulation

III. SUBMITTAL FORM

RFI #19-128681

PROPOSER NAME:

A. FORM INSTRUCTIONS

Respond directly into the form and complete the following:

1. Fill out Parts B through D of this Submittal Form.
2. Have an authorized representative sign the Submittal Form.
3. Submit the response as provided in section 1.1 of this RFI document.

B. COMPANY INFORMATION

Business Name: _____

Headquarter City/State: _____

Business Phone No. (Daytime): _____

Number of Employees: _____

Annual Sales: \$ _____

Date Business Established: _____

Contact for this RFI: _____

C. QUESTIONNAIRE

1. EXPERIENCE

Describe your company’s experience and history in providing wireless phasing meters.

2. CAPABILITIES

Please address the bullet points in Section II “FEATURES REQUIRED” and describe how your system could fulfill that need.

3. TECHNICAL SUPPORT

Please describe the technical support included in the purchase.

D. ASSURANCES AND SIGNATURE

The undersigned authorized representative of the Responder certifies that he/she has the authority and/or responsibility to represent her/his organization in submitting a response to this RFI.

RESPONDER SIGNATURE:

Company Name

Address

Title

Responder Representative authorized to sign RFI (Please print or type Name)

Signature

Representative's Email Address and Phone Number