

**CC2021-01 AUTOMATIC METER READING (AMR) PROGRAM MANAGEMENT-PHASE 1 FOR A PERIOD OF TWO (2) YEARS FOR THE CITY OF TRENTON, DEPARTMENT OF WATER AND SEWER
PROPOSALS OPENED 8/3/2021 AT 11:00AM**

CC2021-01 AUTOMATIC METER READING (AMR) PROGRAM MANAGEMENT-PHASE 1 FOR A PERIOD OF TWO (2) YEARS FOR THE CITY OF TRENTON, DEPARTMENT OF WATER AND SEWER		
NUMBER OF RESPONDENTS:	2	
NAME OF BIDDER	CDM SMITH, INC.	E SOURCE COMPANIES LLC
ADDRESS	110 FIELDCREAST AVENUE, 6TH FLOOR	1745 38TH STREET
CITY, STATE, ZIP	EDISON, NEW JERSEY 08803	BOULDER, COLORADO 80301
CONTACT NAME	CHRISTINE A. BALLARD, PE	WAYNE GREENBERG
TELEPHONE	732-590-4528	1-800-ESOURCE
FAX	N/A	225-612-6404
E-MAIL	BALLARDCA@CDMSMITH.COM	TIP-INFO@ESOURCE.COM
STATEMENT OF OWNERSHIP DISCLOSURE	INCLUDED	INCLUDED
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY EXHIBIT A	INCLUDED	INCLUDED
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE	INCLUDED	INCLUDED
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA #1 DATED 7/8/2021 NOTICE TO BIDDERS	INCLUDED	INCLUDED
ACKNOWLEDGMENT OF RECEIPT OF ADDENDA #2 DATED 7/20/2021 AND POSTPONEMENT NOTICE TO BIDDERS	INCLUDED	INCLUDED
ACKNOWLEDGMENT OF RECEIPT OF ADDENDA #3 DATED 7/21/2021 AND POSTPONEMENT NOTICE TO BIDDERS	INCLUDED	INCLUDED
NJ BUSINESS REGISTRATION CERTIFICATE	INCLUDED	INCLUDED
NON-COLLUSION AFFIDAVIT	INCLUDED	INCLUDED
AMERICANS WITH DISABILITIES ACT OF 1990 LANGUAGE	INCLUDED	INCLUDED
POLITICAL CONTRIBUTION DISCLOSURE	INCLUDED	INCLUDED
DEBARMENT NOTICE	INCLUDED	INCLUDED
DISCLOSURE OF INVESTED ACTIVITIES IN IRAN	INCLUDED	INCLUDED
ETHICS COMPLAINT DISCLOSURE	INCLUDED	INCLUDED
EIC	CERT.#1509 EXP. 06/15/2022	REQUIRED FROM AWARDED VENDOR
CITY OF TRENTON RESIDENT EMPLOYMENT POLICY	INCLUDED	INCLUDED
CERTIFICATE OF INSURANCE	REQUIRED FROM AWARDED VENDOR	REQUIRED FROM AWARDED VENDOR
HOLDING PRICE FOR SIXTY (60) DAYS	YES	YES
COMPLIANCE WITH EMERGENCY SERVICES	YES	NO
GRAND TOTAL FOR TASK ITEMS #1-10	\$1,350,100.00 (SEE ATTACHED BREAKDOWN OF PRICING)	\$2,400,302.00 (SEE ATTACHED BREAKDOWN OF PRICING)
REFERENCES	INCLUDED	INCLUDED
EXCEPTIONS	NONE	NONE
FATAL FLAW	NONE	NONE

TASK	FEE
TASK 1 ASSISTANCE WITH NJ I-BANK LOAN	\$85,800
TASK 1A - NJ I-BANK, BPU, NJDEP REPORTING	\$40,700
TASK 1B - ADDITIONAL GRANT APPLICATION SUPPORT	\$26,700
TASK 1C - PREPARATION OF PHASE 2 BID DOCUMENTS THROUGH AUTHORIZATION TO ADVERTISE	\$18,400
TASK 2 CONSTRUCTION ADMINISTRATION	\$108,900
TASK 3 TWW STAFF TRAINING IN DATA MANAGEMENT AND REPORTING	\$6,800
TASK 4 QA/QC, DAILY REVIEW AND VERIFICATION OF DATA	\$650,000
TASK 4A - FIELD INSPECTION	\$585,000
TASK 4B - IN OFFICE REVIEW OF SUBMITTED DATA	\$44,500
TASK 4C - CLOUD BASED ARC-GIS PROJECT MANAGEMENT DASHBOARD	\$20,500
TASK 5 COORDINATE WITH BILLING TO MARK ACCOUNTS THAT SHOW UNUSUAL PATTERNS OF WATER USE	\$26,300
TASK 6 PUBLIC COMMUNICATIONS, OUTREACH, METER REPLACEMENT APPOINTMENT COORDINATION	\$337,600
TASK 6A - WEBSITE, SOCIAL MEDIA AND PRINTED MATERIALS	\$80,300
TASK 6B - COMMUNICATIONS AND SUPPORT	\$219,000
TASK 6C - COORDINATE COMMUNICATIONS REGARDING THE INSTALLATION FIRM AND APPOINTMENT PLAN	\$38,300
TASK 7 ATTEND PUBLIC MEETINGS, PRESENT SMART METER REPLACEMENT INFORMATION TO GENERAL PUBLIC	\$37,000
TASK 8 PROJECT CLOSEOUT	\$19,500
TASK 9 MISCELLANEOUS SERVICE CONTRACT ALLOWANCE	\$75,000
TASK 10 FOLLOW CDC guidelines FOR COVID-19 COMPLIANCE	\$3,200

Proposal Fee \$1,350,100

Detailed cost breakdowns for these tasks may be found in the Fee Schedule spreadsheet that follows.

Proposal Fee Estimate
Trenton Water Works
Automatic Meter Reading Program Management- Phase 1
August 3, 2021

Task ID	Task Description	Hours										Dollars		Total Cost					
		Project Director	Project Manager	Engineer IX	Engineer IV	Engineer III	Engineering Technician	Admin	Website Developer	GIS Technician	Graphic Designer	RPR	Outside Professionals		ODCs	Hours	Dollars		
Task 1 ASSISTANCE WITH NJ BANK LOAN																			
1A	NJ BANK, BPU, NDEP REPORTING AND MEETINGS	24	96	21	72			2									1,000	39,700	40,700
1B	ADDITIONAL GRANT APPLICATION SUPPORT	40	40		110				10									26,700	26,700
1C	PREPARATION OF PHASE 2 BID DOCUMENTS THROUGH AUTHORIZATION TO ADVERTISE	8	8	20	48	24		8	10									18,400	18,400
Task 2	CONSTRUCTION ADMINISTRATION	54	132	143	180			96										108,900	108,900
Task 3	TIWV STAFF TRAINING IN DATA MANAGEMENT AND REPORTING								24									3,600	6,800
Task 4	QA/QC DAILY REVIEW AND VERIFICATION OF DATA																		
4A	FIELD INSPECTION			24			3,360											7,500	585,000
4B	IN OFFICE REVIEW OF SUBMITTED DATA	24	46		46				200									44,500	44,500
4C	CLOUD BASED ARC GIS PROJECT MANAGEMENT DASHBOARD								150									20,500	20,500
Task 5	COORDINATE WITH BILLING TO MARK ACCOUNTS THAT SHOW UNUSUAL PATTERNS OF WATER USE	24	46		84													26,300	26,300
Task 6	PUBLIC COMMUNICATIONS, OUTREACH, METER REPLACEMENT APPOINTMENT COORDINATION																		
6A	WEBSITE, SOCIAL MEDIA AND PRINTED MATERIALS	4	8	8	16			8			160							75,800	80,300
6B	COMMUNICATIONS AND SUPPORT	2						2,000										217,500	219,000
6C	COORDINATE COMMUNICATIONS REGARDING THE INSTALLATION FIRM AND APPOINTMENT PLAN	4		8	16			80			60							18,300	36,300
Task 7	ATTEND PUBLIC MEETINGS, PRESENT SMART METER REPLACEMENT INFORMATION TO GENERAL PUBLIC	52	40	4	44			40										37,000	37,000
Task 8	PROJECT CLOSEOUT	8	20	4	30				60									19,500	19,500
Task 9	MISCELLANEOUS SERVICE CONTRACT ALLOWANCE																		75,000
Task 10	FOLLOW CDC guidelines FOR COVID-19 COMPLIANCE	2	4	8														3,200	3,200
Total Proposal Fee and Hours		238	440	240	646	24	3,360	2,234	300	454	220	3,360	21,800	112,700	11,698			1,350,100	

Project Fees

The following proposed costs were calculated based on our experience with similar projects; however, E Source can adjust the scope of services and provide more or less support to match the needs of Trenton and we welcome a conversation to discuss further.

Phase 1 - AMR Program Management					
Task ID	Task	Hours	Fee	Expenses	Total
Task 1 -	Assistance with NJ I-Bank loan reporting requirements	1,216	\$ 241,728	\$ 6,000	\$ 247,728
	<i>Task 1a – NJ I-Bank, BPU, and NJDEP reporting requirements</i>	615	\$ 109,293		
	<i>Task 1b – Additional Grant Application Support</i>	160	\$ 25,784		
	<i>Task 1c – Preparation of Bid Documents for Phase 2 Through</i>	441	\$ 106,651		
Task 2 -	Status Meetings, Submittal Reviews, and Change Order Management	404	\$ 96,556	\$ 7,500	\$ 104,056
	<i>Subtask</i>	404	\$ 96,556		
Task 3 -	TWW Staff Training in Data Management and Reporting	64	\$ 58,746	\$ 6,000	\$ 64,746
	<i>Training</i>	64	\$ 11,792		
	<i>10 Data Collection Devices</i>	-	\$ 5,554		
	<i>Configuration, Testing, and Training</i>	-	\$ 15,000		
	<i>10 FieldSight Licenses x 24 months</i>	-	\$ 26,400		
Task 4 -	QA/QC, Daily Review, and Verification of Data	11,400	\$ 1,596,136	\$ 25,500	\$ 1,621,636
	<i>Subtask 4a: Field Inspection</i>	9,036	\$ 1,073,284		
	<i>Subtask 4b: Data Quality Assurance</i>	1,200	\$ 285,600		
	<i>Subtask 4c: Project Management Dashboard</i>	1,164	\$ 237,252		
Task 5 -	Coordinate with Billing to mark accounts that show unusual usage	164	\$ 39,396	\$ -	\$ 39,396
	<i>Subtask</i>	164	\$ 39,396		
Task 6 -	Public Communications, Outreach, & Meter Replacement	616	\$ 161,224	\$ 6,000	\$ 167,224
	<i>Task 6a – Website, Social Media, and Printed Materials</i>	340	\$ 74,460		
	<i>Task 6b – Communications Support</i>	80	\$ 17,520		
	<i>Task 6c – Coordinate Communications Regarding the Installation</i>	196	\$ 43,244		
	<i>6 Website Fixed Fee</i>	-	\$ 2,000		
	<i>6 Phone & Email Fixed Fee</i>	-	\$ 24,000		
Task 7 -	Attend Public Meetings, Present Smart Meter Replacement	112	\$ 26,456	\$ 7,500	\$ 33,956
	<i>Subtask</i>	112	\$ 26,456		
Task 8 -	Project Closeout	160	\$ 36,048	\$ -	\$ 36,048
	<i>Subtask</i>	160	\$ 36,048		
Task 9 -	Miscellaneous Service Contract Allowance	-	\$ 75,000	\$ -	\$ 75,000
	<i>Fixed Fee Misc. Allowance</i>	-	\$ 75,000		
Task 10 -	Follow CDC guidelines for COVID -19 compliance	48	\$ 10,512	\$ -	\$ 10,512
	<i>Tracking and Following CDC Guidelines</i>	48	\$ 10,512		
	Total	14,184	\$ 2,341,802	\$ 58,500	\$ 2,400,302

Assumptions

E Source created this document considering the following assumptions:

- Any required state or local government taxes, fees, or business license costs will be invoiced at actual cost incurred.
- The travel and expense budget is an estimated allowance; all expenses will be billed at cost.
- The expense limit by task is calculated based on an estimated number of person-trips at \$1,500 each.

Scope Item Number	Phase/Task	Project Manager	Exec Consultant	Manager	Principal Consultant	Principal Consultant
		John Danies	Mark Johnson	Don Rankin	Chrystal Bennett	Patrick Noonan
		\$ 239,000	\$ 249,000	\$ 239,000	\$ 239,000	\$ 239,000
	AMR Program Management	772	288	264	1,560	100
1	Assistance with NJ I-Bank loan reporting requirements	248	188	64	-	32
		\$ 59,272	\$ 46,812	\$ 15,296	\$ -	\$ 7,648
2	Status Meetings, Submittal Reviews, and Change Orders	256	40	40	-	20
		\$ 61,184	\$ 9,960	\$ 9,560	\$ -	\$ 4,780
3	TWW Staff Training in Data Management and Reporting	-	-	-	-	8
		\$ -	\$ -	\$ -	\$ -	\$ 1,912
4	QA/QC, Daily Review, and Verification of Data	136	-	32	1,560	32
		\$ 32,504	\$ -	\$ 7,648	\$ 372,840	\$ 7,648
5	Coordinate with Billing to mark accounts that show un	24	20	120	-	-
		\$ 5,736	\$ 4,980	\$ 28,680	\$ -	\$ -
6	Public Communications, Outreach, & Meter Replacement	16	-	-	-	-
		\$ 3,824	\$ -	\$ -	\$ -	\$ -
7	Attend Public Meetings, Present Smart Meter Replacement	60	-	-	-	-
		\$ 14,340	\$ -	\$ -	\$ -	\$ -
8	Project Closeout	32	40	8	-	8
		\$ 7,648	\$ 9,960	\$ 1,912	\$ -	\$ 1,912
9	Miscellaneous Service Contract Allowance	-	-	-	-	-
		\$ -	\$ -	\$ -	\$ -	\$ -
10	Follow CDC guidelines for COVID -19 compliance	-	-	-	-	-
		\$ -	\$ -	\$ -	\$ -	\$ -
	Total	772	288	264	1,560	100
		\$ 184,508	\$ 71,712	\$ 63,096	\$ 372,840	\$ 23,900

Consultant	Consultant	President	Client Advisor (Sub)	Tech Advisor (Sub)	Specialist (Sub)	GIS PM (Sub)	Specialists (Sub)	Inspector III (Sub)	Total Hours and Fees
Dylan Kelly	Kierra Thomas	Dale Pennington	Jo Stanley	John Wujek	Stephanie Farley	Duane Chapman	Robert Blash / Andrew Janocha	FTE Inspector x 2	
\$ 219,000	\$ 219,000	\$ 289,000	\$ 275,000	\$ 275,000	\$ 155,000	\$ 215,000	\$ 155,000	\$ 105,000	
1,048	704	36	48	100	626	118	520	8,000	14,184
\$ 229,512	\$ 154,176	\$ 10,404	\$ 13,200	\$ 27,500	\$ 97,030	\$ 25,370	\$ 80,600	\$ 840,000	\$ 2,193,848
8	-	12	-	38	626	-	-	-	1,216
\$ 1,752	\$ -	\$ 3,468	\$ -	\$ 10,450	\$ 97,030	\$ -	\$ -	\$ -	\$ 241,728
40	-	8	-	-	-	-	-	-	404
\$ 8,760	\$ -	\$ 2,312	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,556
-	-	-	-	-	-	20	36	-	64
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,300	\$ 5,580	\$ -	\$ 11,792
976	-	8	40	60	-	96	460	8,000	11,400
\$ 213,744	\$ -	\$ 2,312	\$ 11,000	\$ 16,500	\$ -	\$ 20,640	\$ 71,300	\$ 840,000	\$ 1,596,136
-	-	-	-	-	-	-	-	-	164
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,396
-	600	-	-	-	-	-	-	-	616
\$ -	\$ 131,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 135,224
-	40	4	8	-	-	-	-	-	112
\$ -	\$ 8,760	\$ 1,156	\$ 2,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,456
24	16	4	-	2	-	2	24	-	160
\$ 5,256	\$ 3,504	\$ 1,156	\$ -	\$ 550	\$ -	\$ 430	\$ 3,720	\$ -	\$ 36,048
-	-	-	-	-	-	-	-	-	-
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
-	48	-	-	-	-	-	-	-	48
\$ -	\$ 10,512	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,512
1,048	704	36	48	100	626	118	520	8,000	14,184
\$ 229,512	\$ 154,176	\$ 10,404	\$ 13,200	\$ 27,500	\$ 97,030	\$ 25,370	\$ 80,600	\$ 840,000	\$ 2,193,848

Fixed Fee Costs	Expenses	Total
		14,184
	\$ 58,500	\$ 2,252,348
		1,216
	\$ 6,000	\$ 247,728
		404
	\$ 7,500	\$ 104,056
		64
46,954	\$ 6,000	\$ 64,746
		11,400
	\$ 25,500	\$ 1,621,636
		164
	\$ -	\$ 39,396
		616
26,000	\$ 6,000	\$ 167,224
		112
	\$ 7,500	\$ 33,956
		160
	\$ -	\$ 36,048
		-
\$ 75,000	\$ -	\$ 75,000
		48
	\$ -	\$ 10,512
		14,184
\$ 147,954	\$ 58,500	\$ 2,400,302