

Richmond VT					
New England Backflow, Inc. will complete the work in accordance with the Contract Documents for the following price(s):					
BID ITEMS					
Item	Item Description	Unit	Est. Quantity	Unit Price	Total Est. Price
1	Mobilization	LS	1	\$23000.00	\$23,000.00
2	Radio Interface Units	EA	209	\$25.00	\$5,225.00
3	Meter (5/8 x 3/4")	EA	185	\$200.00	\$37,000.00
4	Meter (1")	EA	15	\$200.00	\$3,000.00
5	Meter (1 1/2")	EA	3	\$225.00	\$675.00
6	Meter (2")	EA	5	\$300.00	\$1,500.00
				<b>Subtotal</b>	<b>\$70,400.00</b>
Quantities below are estimated at approximately 10% of total number of meters to be replaced. It is understood that exact quantities will vary based on conditions in the field. Unit price shall include cost of hardware and cost of installation					
7	Meter Stub	EA	25	\$60.00	\$1,500.00
8	Ball Valve (5/8 x 3/4")	EA	20	\$150.00	\$3,000.00
9	Ball Valve (1")	EA	5	\$200.00	\$1,000.00
10	Ball Valve (1 1/2")	EA	5	\$300.00	\$1,500.00
11	Ball Valve (2")	EA	5	\$350.00	\$1,750.00
12	Backflow Preventer (5/8 x 3/4") DC 007	EA	25	\$1135.00	\$28,375.00
13	Backflow Preventer (1") 007 DC	EA	5	\$1230.00	\$6,150.00
14	Backflow Preventer (1 1/2") 009 RPZ	EA	3	\$2460.00	\$7,380.00
15	Backflow Preventer (2") 009 RPZ	EA	5	\$2730.00	\$13,650.00
				<b>Subtotal</b>	<b>\$64,305.00</b>
				<b>GRAND TOTAL</b>	<b>\$134,705.00</b>
Town of Richmond will supply the meters and meter interface units					
Scheduling, management, and completion of project coordinated by NEB and its staff. A detailed schedule will be coordinated with the water system.					



# TOWN OF RICHMOND

RICHMOND TOWN CENTER

203 Bridge Street, P.O. Box 285

Richmond, Vermont 05477



## Town of Richmond – Request for Proposals Installation of Electronic Water Meters

### Addendum #1

ISSUED 3/12/24

**Please indicate on envelope for submittal that the  
response includes Addendum #1**

#### Clarification on location of Meter Interface Units

- Meter Interface Units will be mounted in the interior of the customer's building.

#### Clarification on Backflow Preventer, Item #12 Backflow Preventer (5/8 x 3/4"), Item #13 Backflow Preventer (1")

- A Double Check Valve is the style of Backflow Preventer that will be installed in the above two items.

#### Clarification on Backflow Preventer, Item #14 Backflow Preventer (1 1/2"), Item #15 Backflow Preventer (2")

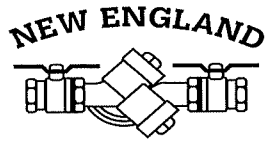
- A Reduced Pressure Zone Valve (RPZ) is the style of Backflow Preventer that will be installed in the above two items.

#### Removal of "Expansion tanks as needed due to the installation of a check valve" from the RFP

- The above item will not be part of the installation

# NARRATIVE

*New England Backflow, Inc.*  
*PO Box 528*  
*Auburn, NH 03032-0528*



*Phone: 603-669-4004*  
*Toll Free 866-632-1497*  
*Fax: 603-232-3544*

Josh Arneson, Town Manager  
Town of Richmond  
203 Bridge Street  
P. O. Box 285  
Richmond, Vermont  
[jarneson@richmondvt.gov](mailto:jarneson@richmondvt.gov)

March 12, 2024

Since 2010, New England Backflow, Inc.'s ("NEB") discipline has been backflow prevention, cross-connection control, and water meter installations. NEB technicians are New England Water Works Association Certified Backflow Prevention Testers with extensive experience in Maine, Massachusetts, New Hampshire, and Vermont. NEB technical staff are also Certified Water Operators and/or Certified Cross Connection Control Surveyors. With a combined experience of over 50 years in the operation of water systems and cross-connection control programs, and with experience in water meter installations from meter replacements to complete meter horn, backflow preventer and ball valve installation along with expansion tank installations and pressure reducing valves where needed, NEB is well aware of concerns relative to the safety and professional services required to complete a project relative to backflow testing/repair/replacement/survey or water meter installation.

Meters are a critical component that drinking water systems need in order to have an understanding of how much water the system uses and loses. Water is a finite resource, and one strategy to improve water efficiency is to install a water meter. Since 2010, NEB has installed thousands of water meters and/or radio reads in numerous communities throughout Maine, New Hampshire, Vermont, and New York. NEB's experience related to water meter installations has included full meter installs, meter swap outs, and installations in meter pits at sites that included both residential and commercial property. These projects have been undertaken during warm weather as well as the winter months with minimal impact on routine work. With NEB's technical crew and an efficient scheduling system, NEB is able to maximize utilization of time to ensure that backflow testing for established clients is accomplished on a consistent basis and water meter installation projects are completed within the parameters of the contract, barring unforeseen circumstances such as severe weather conditions. NEB's list of meter installation references will be provided upon request. With the experience NEB has gained through numerous water meter installation projects, NEB has determined that an average of between four and six full meter installs can be completed per day, and as many as eight to 10 swap-outs per day. Each technician involved in a water meter project has the use of a company truck in which all necessary parts and equipment are provided. If needed, NEB also utilizes a company trailer that is secured for storage and parked in a location prearranged by the town in which the project is being performed. New England Backflow, Inc. technicians carry a photo ID and wear clothing with the company name. Company trucks are also clearly marked with the company name and logo.

NEB's focus is timeliness and efficient use of company resources. An accurate, well organized site database from the client for whom we provide our services is key to ensuring that a backflow testing or water meter installation project is completed satisfactorily. In keeping with NEB's priority of timeliness and efficiency, the client would ideally enter all required meter information into an Excel spreadsheet template provided by NEB and which is compatible with NEB's operations management system. There is the potential for an additional administrative fee charged to the client in the event the client is unable to perform this data entry. NEB staff would import this data into our computerized operations management system that facilitates each of our technicians in the field to electronically access a standard backflow test or meter installation form. Over a period of time, NEB has fine-tuned the form to ensure it contains all the information the local water municipality needs for their record keeping purposes. NEB's meter installation form includes site detail, particularly the owner name and address, site address, account and service numbers, old meter (as applicable) and new meter data, before and after installation photos, and is completed by an NEB technician on a tablet used in the field at the conclusion of the installation at each address. NEB technicians utilize a Samsung Galaxy Tablet by Verizon that allows for immediate outcome of the meter installation, including the pictures. An example of a water meter installation form is attached for your review.

With the initial mailing performed by NEB on behalf of the town to notify water customers of an impending water meter installation, which is a critical aspect of any project, the site resident is requested to contact NEB to schedule an appointment for the installation of their water meter. Appointments are mapped to ensure an effective and efficient use of NEB technician time to perform as many installations as possible during the course of the work week. NEB's schedulers have extensive experience in maximizing technician workflow.

NEB has found the best method to avoid any problems is to keep open lines of communication, be it via email, cell phone or face-to-face contact. We do our utmost to answer questions and refer issues appropriately as they arise.

Our professional affiliations include Granite State Rural Water Association, New Hampshire Water Works Association, National Rural Water Association, Maine Rural Water Association, Maine Water Utilities Association, New England Water Works Association, and the Vermont Rural Water Association. Participating in these associations helps give us a broad perspective on current and future issues related to the drinking water industry. In addition, we are members of the Better Business Bureau of New Hampshire, and the Business and Industry Association, New Hampshire's Statewide Chamber of Commerce.

NEB technicians are New England Water Works Association Certified Backflow Prevention Testers with extensive experience in Maine, Massachusetts, New Hampshire, and Vermont. Some of the technical staff are also Certified Water Operators and/or Certified Cross Connection Control Surveyors.

# State of New Hampshire

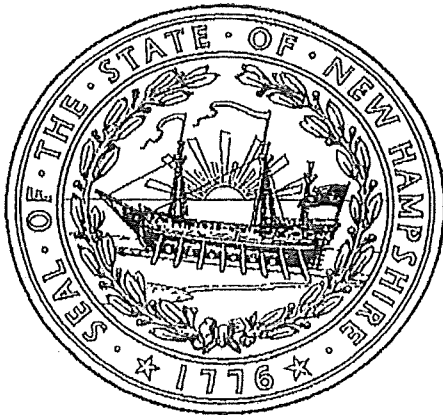
## Department of State

### CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that NEW ENGLAND BACKFLOW, INC is a New Hampshire Profit Corporation registered to transact business in New Hampshire on September 25, 2007. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 584773

Certificate Number: 0006601469



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 7th day of March A.D. 2024.

A handwritten signature in black ink, appearing to read "D. Scanlan", written over a large, stylized circular flourish.

David M. Scanlan  
Secretary of State