REQUEST FOR QUALIFICATIONS/

REQUEST FOR PROPOSAL

**Purchase of an Electric & Water**

**Advanced Metering Infrastructure System (AMI)**

**RFP/RFQ #23-1852**

Description of Services: The City of Lebanon is seeking qualification and proposal packets from vendors that specialize in providing Advanced Metering Infrastructure Systems (AMI) for both electric and water customers. This system will replace the City’s current AMI system (Mueller Systems) and shall integrate with the City’s billing system (SSI – VIP system).

Qualification Requirements: The successful vendor must have excellent credentials from the successful design, manufacture, integration, configuration and installation of utility AMI systems and have been actively engaged (for at least eight years) in providing a combined electric and water AMI system.

Selection Criteria: The selection criteria will be based on the following minimum requirements: (1) Overall quality of the submitted proposal; (2) Professional qualifications of staff assigned to project; (3) Similar Project Experiences; and (4) Reference Checks and/or Past Performances.

All qualification packets will be reviewed, evaluated, and scored by an Evaluation Panel.

Submittal Time Frame: Interested vendors shall submit a digital PDF copy of their qualifications/proposal packet to the Director of Electric at [scoffey@lebanonohio.gov](mailto:scoffey@lebanonohio.gov) no later than **2:00 pm EDT, on Wednesday, March 1, 2023.**

An information package may be obtained by emailing a completed information package request form to [bidding@lebanonohio.gov](mailto:bidding@lebanonohio.gov). The information package request form can be found at [www.lebanonohio.gov](http://www.lebanonohio.gov) under ‘Bid Postings’. Once the completed form is received and processed, a link will be emailed from which the requester may download the information packet. There will be no charge to obtain the downloadable document. The information package contains general information, scope of services, the required response contents and the time and date to respond.

The City of Lebanon reserves the right to accept or reject any qualification packet received. The City of Lebanon is dedicated to providing equal employment opportunities without regard to race, color, national origin, gender, or disability.

Scott C. Brunka, City Manager

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This notice can also be viewed on the City of Lebanon website: [www.lebanonohio.gov](http://www.lebanonohio.gov) under ‘Bid Postings’