

**TOWN OF CONCORD  
CONCORD MUNICIPAL LIGHT PLANT  
CONCORD, MASSACHUSETTS**

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**An Advanced Metering System (“AMS”)**

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**Request for Proposals #440**

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***REQUEST FOR PROPOSALS***

The Town of Concord, acting through the Municipal Light Plant (“CMLP”) hereby issues this Request for Proposals (“RFP”) to solicit and evaluate competing offers for the purchase of electric meters, water radio units and network equipment along with professional services for the AMS network design, integration testing and troubleshooting, firmware, hosting services, training, as set forth in the RFP. The procurement does not include the purchase of water meters, meter installation services or construction work.

This RFP will be available November 29, 2021, and sealed proposals will be received until 3:00 PM local time on January 25, 2022, at the Light Plant Office, 1175 Elm Street, PO Box 1029, Concord, Massachusetts 01742-1029. Proposals will be opened in the presence of two (2) or more witnesses at the time stated. Proposals received after the time of announced opening will not be accepted. Please note that overnight delivery services should use the street address; deliveries by the US Postal Service must use the post office box to ensure delivery.

A Teleconference will be held on December 7, 2021, to provide background on the project and to answer any general questions. All responding vendors are encouraged to participate. Teleconference instructions will be provided to all vendors who have emailed their intent to respond to [AMSResponse@concordma.gov](mailto:AMSResponse@concordma.gov).

The Request for Proposals can be obtained at the Light Plant office or by contacting Carole Hilton, Customer Service Administrator. She can be contacted by mail at the Concord Municipal Light Plant, PO Box 1029, Concord, MA 01742-1029, by phone at 978-318-3158, or by email at [AMSResponse@concordma.gov](mailto:AMSResponse@concordma.gov).

Proposals must be submitted in a sealed outer package addressed to Town of Concord ATTN: Carole Hilton, Customer Service Administrator, Concord Municipal Light Plant Operations Center, 1175 Elm Street, PO Box 1029, Concord, MA 01742-1029.

All proposals must be sealed and clearly marked on the outside ***CMLP Request for Proposals #440 – An Advanced Metering System*** in the lower left hand front corner of the proponent envelope.

The proponent’s proposal shall include a “Non-Price Proposal” and a “Price Proposal.” The Non-Price Proposal shall be placed in a separate sealed envelope within the outer package marked with the proponent’s company name, and plainly marked in the lower left-hand corner: ***“An Advanced Metering System”***

The Price Proposal shall be placed in a separate sealed envelope within the outer package marked with the proponent’s company name and ***“An Advanced Metering System Price Proposal - Hold for Post Evaluation.”***

The Town of Concord reserves the right to waive irregularities or informalities and to reject any and all proposals as may be deemed to be in the best interest of the Light Plant.

DAVID G. WOOD  
LIGHT PLANT DIRECTOR