

RFP No. 497-2025

SCHEDULE A – DATA SHEET (Full Stage Process)

SECTION	ITEM
A1.00 – General Information	
A1.01 – Description of Goods and/or Services	<p>The City is seeking Bids from qualified Proponents to implement an Advanced Metering Infrastructure (AMI) System including provision of an AMI data collection network with city-wide coverage, the supply of AMI compatible non-mechanical water meters, and the provision of a fully-functional AMI Software, storage and analysis software and associated training and ongoing maintenance and support and training services following system acceptance. The Work shall be completed across the City's service territory. The AMI meter reading system requires functionality to support the City's goals and objectives.</p> <p>The Goods and/or Services will include and shall be provided in accordance with Schedule B – High Level Business Goals, Attachment 1 Proposed Statement of Work (SOW) and Schedule D – Pricing Proposal.</p>
A1.02 – RFP Number	<p>The RFP Name is Supply of Advanced Metering Infrastructure and Water Meter Solution.</p> <p>The RFP Number is 497-2025</p>
A1.03 – Contact Person and Requests for Information	<p>The name of the Contact Person is: Darlene McNichol, Senior Director, Diameter Services</p> <p>The Contact Person may be contacted via email or phone:</p> <p>Email: dmcnichol@diameterservices.com</p> <p>Phone: 289-971-5427</p>

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SECTION	ITEM	
A2.00 – RFP Information		
A2.01 – Stage 1 Timeline	Issuance of RFP Documents	August 27th, 2025
	Registration Deadline for Proponents Meeting	September 3 th 2025 at 4:00 PM CT.
	Proponents Meeting	September 9th, 2025 at 2:00 PM CT
	Deadline for Proponents to submit RFIs	September 11 th , 2025 at 4:00 PM CT
	Deadline for City to post RFI responses	September 15 th , 2025 at 4:00 PM CT
	Intent to Bid Deadline	September 18 th , 2025 at 12:00 noon CT
	Deadline to submit confidentiality agreement	September 18 th , 2025 at 12:00 noon CT
	Anticipated date range for Stage 2 – Written Response	November 13 th , 2025
	Anticipated date range for Stage 3 – Demonstration	December 11 th , 2025
	Anticipated Stage 4 – Pricing Proposal Submission Deadline	January 5 th , 2026 at 12:00 noon CT
Anticipated Stage 5 – Negotiations Proponent selection	February 19 th , 2026	

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A2.02 –
Background
Information**1. BACKGROUND**

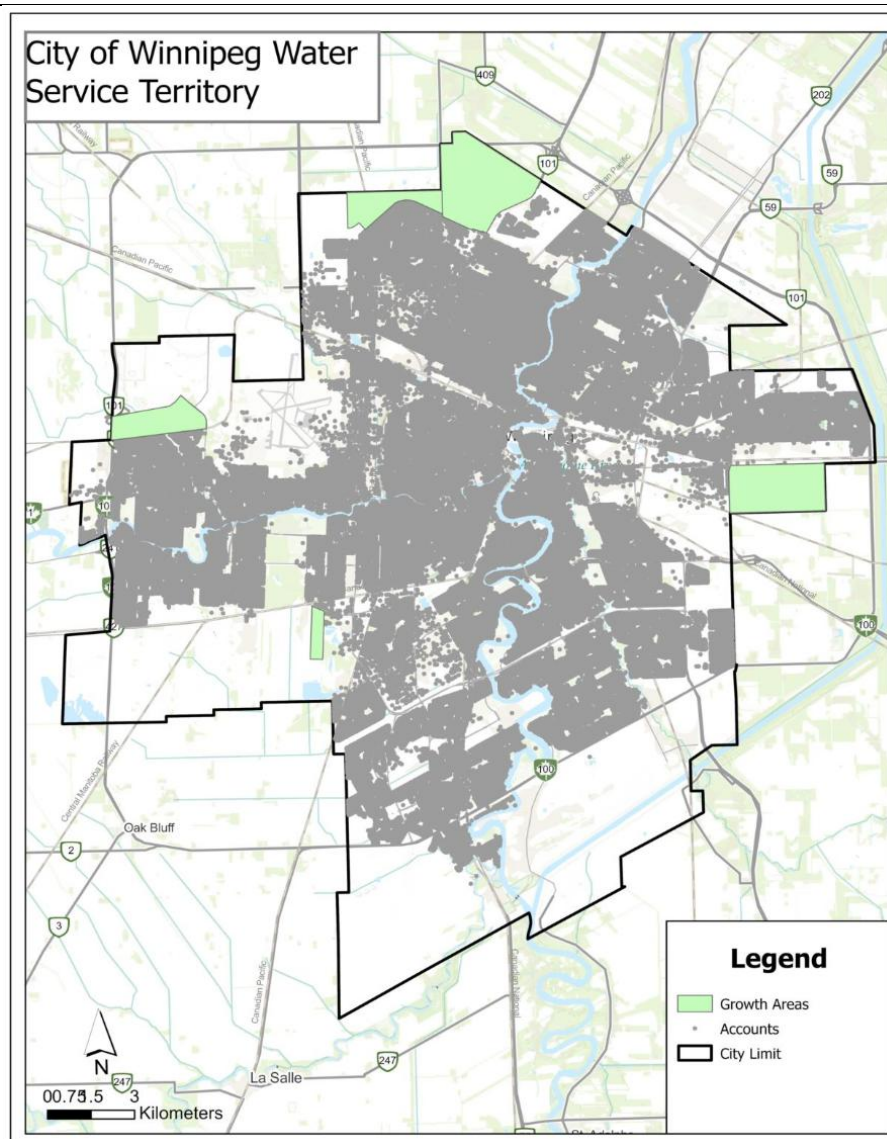
The Water and Waste Department of The City of Winnipeg provides water and wastewater services to approximately 220,000 metered connections in its service area. Approximately 97% of water meters are direct read (non-encoder, non-pulser) and installed in indoor locations due to climate. Industrial, commercial, and institutional (ICI) meters are read by meter readers on a quarterly basis. Residential customers provide quarterly readings and the Water and Waste Utility attends each meter to obtain a company read annually.

2. UTILITY INFORMATION

- a. 277 square kilometers (km²) of service area (Topography of Winnipeg is typical Canadian prairie with minimal relief);
- b. 2,700 kilometers (km) of water service mains;
- c. 220,000 water meters in total, with the following breakdown;
- d. Further details of the water meters can be found in Attachment_2_Metered_Addresses

Meter Size - Metric 1	Meter Size - Metric 2	Imperial	Total
15mm x 12mm	16mm x 12mm	5/8" x 1/2"	209,747
20mm	20mm	3/4"	3,996
25mm	25mm	1"	3,671
40mm	38mm	1.5"	1,774
50mm	50mm	2"	1,424
75mm	80mm	3"	204
100mm	100mm	4"	63
150mm	150mm	6"	27
200mm	200mm	8"	6
250mm	250mm	10"	2
Total			220,914

Table 1 - Summary of Meter Population as of June 2024



- e. The City holds contracts with Badger Meter Inc. for the supply and delivery of standard register 5/8" CWM (894-2022) and Neptune Technology Group Canada Co. for the Supply and Delivery of Water Meters – 3/4", 1", 1-1/2" and 2" (640-2023).
- a. The City uses Oracle Utilities Customer Care and Billing (CCB) version 2.6 for the Utility Billing.
- b. The City has an existing online portal for Customer information related to Water and Wastewater Utility billing. This system was developed within The City's IT department ([MyUtility - Water and Waste Department - City of Winnipeg / MesServices – Service des eaux et des déchets – Ville de Winnipeg](#)).
- c. The City's existing Water Bylaw 107/2015: [City Clerk's eGovernment](#)
- d. The City's existing Fees and Charges Schedule for 2024: [Rates, fees & service charges - MyUtility - Water and Waste Department - City of Winnipeg / MesServices – Service des eaux et des déchets – Ville de Winnipeg](#)

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- e. The City's existing Water Leak Credit Policy: [Water Leak Credit Policy - MyUtility - Water and Waste Department - City of Winnipeg / MesServices – Service des eaux et des déchets – Ville de Winnipeg](#)
- f. The City's information regarding Water meters: <https://myutility.winnipeg.ca/UtilityPortal/UtilityBilling/sp/meters>
- g. Additional City Water information; Annual water report, Frozen water pipes, Water rates and charges, Lead control program, Prevent backflow, etc: [Water - Water and Waste - City of Winnipeg](#)
- h. The City currently uses the following software(s) to manage existing activities:
 - i. Oracle Work Asset Management (OWAM) to create work orders for The City's Water Services for scheduling meter exchanges.
 - ii. Itron Field collection System for meter reading assignment software
 - iii. Itron mobile app for meter reading field applications
 - iv. Itron Field Deployment Management for ERT module configuration
 - v. Config5800 for specific GSM meter configuration
 - vi. UniPro PC - Sensus Metering Systems for specific Sensus meter configuration
 - vii. MeterMaster MM100 for meter data logging
 - viii. LogMaster Data Capture for specific ABB meter configuration and data logging
 - ix. Velox mobile app for specific ABB meter configuration and data logging
 - x. Mobile Operations Management (MOM) to create field slips related to meter exchanges

3. PROJECT HISTORY

- a. In 2022, The City of Winnipeg conducted an RFP for Professional Consulting Services for an Advanced Water Metering Solution (AMS) Business Case (801-2020). The AMS report was used for the business case for this project. A version of the AMS report is available at [Advanced Water Metering Solution Business Case - Findings and Recommendations Report](#)
- b. In 2024 The City of Winnipeg conducted an RFP for Professional Consulting Services for Water Meter Renewals – Advanced Metering System (RFP 399-2024) and selected and negotiated a final agreement with Diameter Services Inc to perform procurement, project management and organizational change management services for the remaining duration of the project.
- c. On November 23, 2023 Council approved the project and related business case with an AACE Class 3 capital cost estimate of \$135,000,000: [http://clkapps.winnipeg.ca/DMIS/permalink.asp?id=A20231123\(RM\)C-95.pdf](http://clkapps.winnipeg.ca/DMIS/permalink.asp?id=A20231123(RM)C-95.pdf)
- d. Opt-Out Program for the Advanced Metering System, dated June 27, 2025, adopted the option to not have a transmitter installed on the property for medical exemption, as supported by [City Clerk's Decision Making Information System](#)

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	<p>4. ASSUMPTIONS</p> <ul style="list-style-type: none"> a. This Project is Reserve funded. The Reserve balance at the end of 2023 is \$37.2 million and \$135.0 million project budget is forecasted to be fully funded by the end 2029. On average transfers into the reserve are approximately \$17 million annually. Scheduling will need to account for cashflows to ensure the Reserve is not overdrawn at any point. b. The City uses Oracle Utilities Customer Care and Billing (CCB) version 2.6 for the Utility Billing. It is expected that The City will upgrade to Oracle Utilities CCB version 2.9 prior to Phase 3 - Start Up and therefore version 2.9 should be used as the relevant software for this Contract. The Supply Contractor for AMI will work with the third party Oracle System Integrator (SI) to integrate the proposed AMI system to Oracle 25.4. The Oracle SI services will be procured through a separate RFP. c. Procurement of the Installation Services will take place through a separate RFP and will occur in conjunction with this RFP. d. Data Collector to be owned by The City, but serviced and maintained by a successful AMI Supply Contractor. e. Water Meters shall be non-mechanical meters for all water meter sizes. f. A small number of water meters up to and including 1.5" to have temperature and/or pressure functionality. g. Award process may take up to two (2) months from report submission.
A2.03 – Maximum number of Proponents that can be progressed to Stage 2	Number of Proponents to progress to Stage 2: Maximum five (5) Proponents.
A2.04 – Evaluation Criteria for Stage 1.5 - Additional Screening (if applicable)	The evaluation for Stage 1.5 – Additional Screening (if applicable – more than five (5) Proponents have submitted a Notice to Bid in Stage 1) will be shared with all Proponents upon issuance of an Addendum.
A2.05 Timeline - Stage 1.5 – Additional Screening	The timetable for Stage 1.5 – Additional Screening (if applicable) will be shared with all Proponents upon issuance of an Addendum.
A2.06 – Format for Stage 2 – Short List	Proponents will be required to provide a written response.

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SECTION	ITEM
A2.07 – Evaluation Criteria for Stage 2 – Short List	The evaluation criteria for Stage 2 will be shared with Stage 2 Proponents upon issuance of an Addendum.
A2.08 Timeline - Stage 2 – Short List	The timetable for Stage 2 will be shared with Stage 2 Proponents upon issuance of an Addendum.
A2.09 Maximum number of Proponents that can be progressed to Stage 3	Number of Proponents to progress to Stage 3: Maximum three (3) Proponents.
A2.10 – Evaluation Criteria for Stage 3 – Demonstration (if applicable)	The evaluation criteria for Stage 3 will be shared with Stage 3 Proponents upon issuance of an Addendum.
A2.11 – Minimum Passing Score Stage 3 – Demonstration	The minimum passing score on the Demonstration Score will be shared with Stage 3 Proponents upon issuance of an Addendum.
A2.12 – Timeline for Stage 3 – Demonstration	The timetable for Stage 3 will be shared with Proponents in Stage 3 upon issuance of an Addendum.
A2.13 Maximum number of Proponents that can be progressed to Stage 4	Number of Proponents to progress to Stage 4: Maximum three (3) Proponents.

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SECTION	ITEM									
A2.14 – Timeline for Stage 4 – Pricing	The timetable for Stage 4 will be shared with Proponents in Stage 4 upon issuance of an Addendum.									
A2.15 – Weighting for Components of Overall Score	<table> <tr> <th>Component of Overall Score</th><th>Weight</th></tr> <tr> <td>Stage 1 – Short List</td><td rowspan="4">75%</td></tr> <tr> <td>Stage 1.5 – Additional Screening (if applicable)</td></tr> <tr> <td>Stage 2 – Written Response</td></tr> <tr> <td>Stage 3 - Demonstration</td></tr> <tr> <td>Stage 4 - Pricing Proposal</td><td>25%</td></tr> </table>	Component of Overall Score	Weight	Stage 1 – Short List	75%	Stage 1.5 – Additional Screening (if applicable)	Stage 2 – Written Response	Stage 3 - Demonstration	Stage 4 - Pricing Proposal	25%
Component of Overall Score	Weight									
Stage 1 – Short List	75%									
Stage 1.5 – Additional Screening (if applicable)										
Stage 2 – Written Response										
Stage 3 - Demonstration										
Stage 4 - Pricing Proposal	25%									
A2.16 – Timeline for Stage 5 - Negotiations	The timetable for Stage 5 will be shared with Proponents in Stage 5 upon issuance of an Addendum.									
A2.17 - Proponents' Meetings (if applicable)	<table> <tr> <td>Number of Proponent attendees (per Proponent)</td><td>No maximum number of attendees.</td></tr> <tr> <td>Location of Proponents Meetings</td><td>Videoconference</td></tr> </table>	Number of Proponent attendees (per Proponent)	No maximum number of attendees.	Location of Proponents Meetings	Videoconference					
Number of Proponent attendees (per Proponent)	No maximum number of attendees.									
Location of Proponents Meetings	Videoconference									
A2.18 – Maintaining Prices and Proposal Commitments	180 days upon issuance of Stage 5 Addendum.									
A2.19 – Prohibited Contacts	No Additional Persons									
A2.20 – Ineligible Persons	Diameter Services Inc.									
A2.21 – Confidential	<p>Proponents are required to execute a confidentiality agreement to obtain the following documents:</p> <p>a. 497-2025_NRFP_Attachment_2-Metered_Addressed.xlsx</p>									

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SECTION	ITEM
ity Agreement	b. 497-2025_NRFP_Attachment_3-City_Facilities.xlsx c. 497-2025_NRFP_Attachment_4_Integration_Design_Document d. 497_2025_Attachment_5-Service Area Map
A2.22 - Disclosure	<p>Companies that provided cost estimates and/or descriptions or demos relating to the Goods and/or Services that are the subject of this RFP document:</p> <p>Aclara – provided information on their product, a demo, and high level budgetary estimate</p> <p>Badger Meter – provided information on their product, a demo, and high level budgetary estimate</p> <p>Diehl – provided information on their product, a demo, and high level budgetary estimate</p> <p>Itron – provided information on their product, a demo, and high level budgetary estimate</p> <p>Kamstrup – provided information on their product, a demo, and high level budgetary estimate</p> <p>KTI / Sensus – provided information on their product, a demo, and high level budgetary estimate</p> <p>Landis+Gyr – provided information on their product, a demo, and high level budgetary estimate</p> <p>Metercor Inc– provided information on their product, a demo, and high level budgetary estimate</p> <p>Neptune Technology Group – provided information on their product, a demo, and high level budgetary estimate</p> <p>Oracle – provided information on their product, a demo, and high level budgetary estimate</p> <p>SmartWorks – provided information on their product, a demo, and high level budgetary estimate</p> <p>Sagemcom – provided information on their product, a demo, and high level budgetary estimate</p> <p>Kellys Municipal Services – provided information on installation procedures and high level budgetary estimate</p> <p>Envocore – provided information on installation procedures.</p> <p>Vepo Solutions – provided information on installation procedures.</p>
A2.23 – One Proposal Per Person	There are no exceptions to RFP 7.4
A2.24 – Rectification Period	Three (3) Business days.

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SECTION	ITEM
A3.00 – Contract and Goods and/or Services Information	
A3.01 – Contract Term and Extensions	Contract Service Details
	Capital Expenditure (CAPEX) Proposed Contract Length
	Q2 2026 – Q2 2030.
	Number of mutually agreed one-year extensions
	None.
	Anticipated contract start date
	Q2 2026
A3.02 – The City Policies	Operating Expenditure (OPEX) Proposed Contract Length
	Q2 2026 – Q2 2031
	Number of mutually agreed extensions
	Three 5-Year extensions
	Anticipated contract start date
	Q2 2026
A3.03 – Data Sensitivity Level	4
A3.04 – Limit on Liability	The limit on liability cap is \$65,000,000.
A3.06 – Insurance	<p>The Successful Proponent shall provide evidence of the following:</p> <p>A3.06.1 The Proponent shall provide and maintain the following insurance coverage at all times during the performance of the Work and until the date of Total Performance:</p> <p>(a) Commercial general liability insurance, in the amount of at least five million dollars (\$5,000,000) inclusive, with The City of Winnipeg to be added as an additional insured, with a cross liability clause, such liability policy to also contain contractual liability, unlicensed motor vehicle liability, non-owned automobile liability and products and completed operations, to remain in place at all times during the performance of the Work and throughout the warranty period;</p>

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	<p>(b) Automobile liability insurance covering all motor vehicles, owned and operated and used or to be used by the Contractor directly or indirectly in the performance of the Work. The Limit of Liability shall not be less than \$5,000,000 inclusive for loss or damage including personal injuries and death resulting from any on accident or occurrence.</p> <p>(c) During the Operation and Maintenance period, in addition to that as outlined above, the Proponent and/or their respective sub-contractor shall provide and maintain the following:</p> <ul style="list-style-type: none"> i. Professional and/or Technology Errors and Omissions liability insurance in the amount of not less than five million dollars (\$5,000,000) per claim and five million dollars (\$5,000,000) in the aggregate. ii. The Professional and/or Technology Errors and Omissions liability insurance shall remain in place for 24 months following Total Performance <p>A3.06.2 The Proponent is to ensure that all sub-contractors provide and maintain comparable insurances to that outlined in A3.06.1 (a) and (b) above. The Proponent is to ensure that any sub-contractors hired in connection with the Operation and Maintenance period in addition to A3.06.1 (a) and (b) above, provide and maintain comparable insurances to that outlined in (c) as deemed necessary by The Proponent. Insurances are to be maintained during the performance of the Work and throughout the warranty period.</p> <p>A3.06.3 All policies must be taken out with insurers licensed to carry on business in the Province of Manitoba.</p> <p>A3.06.4 Deductibles shall be borne by the Proponent.</p> <p>A3.06.5 The Proponent shall not cancel, or cause any such policy or policies to lapse without a minimum thirty (30) Calendar days prior written notice to The City;</p> <p>A3.06.6 The Proponent shall provide the Contract Administrator with evidence of insurance at least two (2) Business days prior to the commencement of any Work on the Site but in no event later than seven (7) Calendar days from notification of the award of the Contract. The evidence shall be in a form of a certificate of insurance and must be satisfactory to The City Solicitor.</p>
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	<p>A3.06.7 All policies shall be in a form satisfactory to The City of Winnipeg and shall be kept in full force and effect during the Work;</p> <p>A3.06.8 The Proponent may take out such additional insureds as it may consider necessary and desirable. All such additional insured shall be at no expense to The City.</p> <p>A3.06.9 The City shall have the right to alter the limits and/or coverages as reasonably required from time to time during the term of this agreement or any subsequent extension, provided that The City shall give reasonable notice and shall request reasonable change.</p>
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