

## NOTICE OF REQUEST FOR PROPOSALS

### Fuel Monitoring System Replacement

METROPOLITAN WATER DISTRICT OF SALT LAKE & SANDY  
3430 E DANISH ROAD, COTTONWOOD HEIGHTS, UT 84093

**Last Update: April 7, 2025**

This Request for Proposals (RFP) is posted at [www.mwdsls.gov](http://www.mwdsls.gov) and the Utah Public Procurement Place (U3P).

#### **INTRODUCTION**

The Metropolitan Water District of Salt Lake & Sandy (Metro Water) owns treatment, conveyance, and storage facilities to provide drinking water to over 400,000 residents within the Salt Lake Valley. Metro Water utilizes both unleaded and diesel fuel to power critical equipment, including vehicles and backup power generators, at its Little Cottonwood Water Treatment Plant (LCWTP) and Point of the Mountain Water Treatment Plant (POMWTP).

#### **PURPOSE**

In order to maintain compliance with Federal and State rules and regulations for underground storage tanks (UST). See 40CFR Part 280, Utah Code Ann. § 19-6-3, R311. Metro Water wishes to replace and/or update its fuel dispensing, reporting, and monitoring systems at both the LCWTP and POMWTP. All Vendors meeting the requirements of this RFP are invited to provide a proposal.

Metro Water currently utilizes TOPPS 2000 and 3000 fuel monitoring systems with Pneumercator software at the LCWTP. Fuel dispensation systems are managed by HID hardware with WinC6 software.

The POMWTP fuel tank is managed by a Vedeer-Root fuel tank monitoring and delivery system, model TLS-3XX.

These systems are 15 or more years old. Software and hardware support are often difficult to find, which makes troubleshooting and repair difficult. It is essential Metro Water has a proper operating fuel supply, dispensing, and monitoring system in order to properly track usage and comply with UST requirements.

#### **SCOPE OF WORK**

The selected Vendor shall supply all materials and services necessary for the completed installation and operation of a tank monitoring and fuel dispensing system before December 31, 2025 and in accordance with this section.

Vendors are encouraged to recommend tasks and equipment in addition to those listed below that Vendor believes may be in Metro Water's best interest. Such additional tasks shall be itemized separately from the primary bid as optional.

### ***Fuel Monitoring System***

Vendor shall replace and/or upgrade all diesel and unleaded fuel monitoring systems for the following tanks:

- LCWTP 20,000-gallon diesel tank – supplies fuel to three backup generators and diesel equipment.
- LCWTP 5,000-gallon unleaded tank – supplies gas to unleaded gas equipment.
- LCWTP 20,000-gallon boiler diesel tank – supplies fuel to the boiler.
- POMWTP 12,000-gallon diesel tank – supplies fuel to four backup generators.

The system shall, at a minimum, be capable of collecting tank level data and producing leakage reports that can be submitted to the State of Utah's Department of Environmental Quality (DEQ).

Vendor should include connection for overflow alarms (exterior beacons, SCADA).

### ***Fuel Dispensing System***

Vendor shall replace and/or upgrade all diesel and unleaded fuel dispensing systems for both fuel tanks and pumps. Dispensing systems shall include, at a minimum, the following:

- HID card reader
- Key fob
- Must be accessible 24 hours per day, 365 days per year
- Dispensing must provide dates of each fueling along with the time of day, product, driver, vehicle, odometer reading, and gallons.
- A reporting feature that allows reporting by date, time, fob, and employee.

### ***Reporting***

Should cloud-based systems be used to collect and report data, proper coordination shall be made with Metro Water staff to assure that all cyber security policies are followed. This will include, at a minimum, a separate and distinct connection for reporting data that is separate from SCADA connections.

### ***Assumptions***

Vendor may reuse existing conduits, wires, materials, or devices, if they are inspected and found to be in good condition. The Vendor shall submit a recommendation to the Project Administrator, who will determine whether or not the materials may be reused.

Vendor shall provide cellular wireless connection points for communication with cloud-based services, if required for the system.

***Installation, Startup & Commissioning***

Vendor shall provide O&M manuals, installation, startup, and commissioning services such that the fuel monitoring and fuel dispensing systems are fully operational prior to acceptance by Metro Water. Training shall be provided to Metro Water staff to ensure staff completely understand the systems, to the satisfaction of the Project Administrator.

***Warranty and Support***

A full one-year parts and labor warranty shall be provided by the Vendor. The warranty shall not begin until the project has been accepted in writing by Metro Water, or Metro Water pays the final invoice for the project, whichever occurs first.

***Site for Delivery of Goods and Services***

- LCWTP: 3430 East Danish Road, Cottonwood Heights, UT 84093
- POMWTP: 235 Marion Vista Drive, Draper, Utah 84020

**MANDATORY SITE VISIT**

Vendor must perform a site visit prior to the proposal deadline. Please contact Michael Carter (information below) to schedule.

**PROPOSAL REQUIREMENTS**

The following items shall be provided as part of the Vendor's proposal:

1. Vendor name, contact information, and location of office(s);
2. Years of experience Vendor has manufacturing and installing fuel monitoring systems;
3. The name and years of experience of the installation technician(s) (a higher score will be provided to Vendors with support local to Metro Water);
4. A detailed and itemized labor and materials proposal with costs, including any ongoing software-related costs;
5. Detailed technical specifications regarding the capabilities, features, and options of the equipment and software;
6. Proof of Vendor's liability insurance and limits thereof;
7. Detail of what is included in the warranty;
8. The form of purchase contract that will be utilized;
9. Year proposed equipment was introduced to market and anticipated remaining support life;
10. Lead time for equipment and installation once an order is made;
11. At least three client references including name, company, phone, and email contact information with installations of similar size and scope described herein; and
12. An outline of training provided by the Vendor to Metro Water to operate the systems.

### **PROPOSAL EVALUATION CRITERIA**

Proposals will be evaluated based on the following criteria:

- Product support and ease of use; (25%)
- Ability to meet Scope of Work; (25%)
- Vendor experience including references; (15%)
- Availability of equipment and systems and installation; (15%)
- Cost; and (15%)
- Contract terms, including but not limited to warranty provisions. (5%)

### **TERMS AND CONDITIONS FOR PURCHASE CONTRACT**

The purchase contract must include the following terms:

- Utah law is the governing law,
- Venue is proper in Utah,
- A mandatory mediation and arbitration provision,
- A warranty of a minimum of one year for the product and workmanship.

### **CONTRACT AWARD**

Metro Water may award a contract resulting from this RFP to the responsible Vendor who is most advantageous to Metro Water based on the evaluation criteria.

Metro Water may reject the proposal and/or waive informalities and minor irregularities in the proposal received.

Metro Water may award a contract on the basis of the initial proposal received, without discussions. Therefore, the initial proposal should contain the Vendor's best terms from a technical and cost standpoint. Discussions may be conducted with offerors who submit proposals determined to be reasonably susceptible of being selected for award, followed by an opportunity to make best and final offers, but proposals may be accepted without discussions.

Metro Water is subject to the Utah Government Records Access and Management Act, Utah Code Ann. § 63G-2-101, et. seq. (GRAMA). A Vendor who desires to request protected status of any information submitted in the response must specifically identify the information that the responder desires to protect and the reasons that the information should be afforded protection under Utah State law. In making this request, Vendor shall comply with the requirements of Utah Code Ann. § 63G-2-305, Utah Code Ann. § 63G-2-309, and all other applicable requirements of law. Metro Water will not be bound by any instructions, etc. contained in a proposal, but rather, will only be governed by GRAMA and Metro Water GRAMA regulations. All materials become the property of Metro Water and may be returned at Metro Water's option.

Once the successful Vendor has been selected and approved, Metro Water will issue a purchase order for the work.

### **SCHEDULE**

A schedule of anticipated key dates for the RFP process is as follows:

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| 1. Advertisement of RFP:                   | April 8, 2025 |
| 2. Deadline for Site Visit:                | May 1, 2025   |
| 3. Due Date for Proposals:                 | May 6, 2025   |
| 4. Anticipated Issuance of Purchase Order: | June 17, 2025 |

### **SUBMISSION OF PROPOSAL**

Proposals are to be submitted electronically via U3P until 2:00 pm, on Tuesday, May 6, 2025. Any proposals received after the specified time will not be considered. Selection will occur shortly thereafter, with purchase anticipated following Metro Water's board meeting on June 16, 2025.

Metro Water's Request for Proposals does not obligate Metro Water to award any contract or to pay any costs incurred in the preparation of a proposal.

### **CONTACT**

For questions regarding this Request for Proposals contact:

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