



SAN ANTONIO WATER SYSTEM  
University Pump Station Improvements Project  
SAWS Job No. 12-6002  
Solicitation No. B-14-002-DD

ADDENDUM NO. 10  
April 30, 2014

**TO BIDDER OF RECORD:**

The following changes, additions, and/or deletions are hereby made a part of the Contract Documents for the University Pump Station Improvements Project, for the San Antonio Water System, San Antonio, Texas, dated January 2014, as fully and completely as if the same were set forth therein.

**PART 1 – BIDDING AND CONTRACT DOCUMENTS**

1. PROPOSAL CHECKLIST: REMOVE AND REPLACE in its entirety with the attached and utilize this version when submitting a proposal.
2. FREQUENTLY ASKED QUESTIONS RE: MINORITY AND WOMAN-OWNED BUSINESS PARTICIPATION ON TWDB CONSTRUCTION PROJECTS: REMOVE AND REPLACE in its entirety with the attached.

ALL BIDDERS SHALL ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 10 IN THE BID FORM AND BY HIS/HER SIGNATURE AFFIXED HERETO AND TO FILE SAME AS AN ATTCHMENT TO HIS/HER BID. BID FORMS SUBMITTED WITHOUT THIS ACKNOWLEDGEMENT WILL BE CONSIDERED INFORMAL.



4/30/14

**David T. Bennett, P.E.**  
Freese and Nichols, Inc.  
FREESE AND NICHOLS, INC.  
TEXAS REGISTERED  
ENGINEERING FIRM  
F-2144

**ACKNOWLEDGEMENT BY BIDDER**

THE UNDERSIGNED ACKNOWLEDGES RECEIPT OF THIS ADDENDUM NO. 10 AND THE BID SUBMITTED HERewith IS IN ACCORDANCE WITH THE INFORMATION AND STIPULATION SET FORTH.

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Date

Signature of bidder

Appended hereto and part of Addendum No. 10 are:

1. Proposal Checklist
2. Frequently Asked Questions Re: Minority and Woman-Owned Business Participation on TWDB Construction Projects

END OF ADDENDUM NO. 10

## PROPOSAL CHECKLIST

Addendum 10

Project Name: University Pump Station Improvements Project

Solicitation Number: B-14-002-DD

### ENVELOPE 1 (sealed envelope or box)

- Signed revised Price Proposal issued with Addendum 10 (Do not include this Price Proposal within the 7 required copies)
- Signed Proposal Certification Page issued with Addendum 8 (PC-1)

### ENVELOPE (OR BOX ) 2

#### ORIGINAL PROPOSAL

- Proposal Checklist
- Good Faith Effort Plan
- Financial Statement (do **not** include this item within the copies)
- Conflict of Interest Questionnaire
- Bid Bond/Cashier's Check
- W-9
- Proof of Insurability (Letter from Insurer or Sample Certificate of Insurance)
- Respondent Questionnaire
- Background, Experience, and Qualifications narrative (*including, but not limited to*):
  - Organizational Chart
  - Three (3) projects of similar size and scope within the last five (5) years as outlined on page SIR-2, C.1. f.)
- Project Plan, Safety and Quality Program narrative (*including, but not limited to*):
  - OSHA 300
  - OSHA Form 300A
  - TRIR
  - Any OSHA Citations
- Acknowledgement of Pollution Abatement Compliance
- Acknowledgement of Addendum(s)
- TWDB-0255
- TWDB Form 0459
- TWDB Form SRF-404
- One (1) CD of Original Proposal Packet (*excluding the Price Proposal, Financial Statement, and DBE TWDB forms to be turned in within 24 hours of the Proposal Opening*)

Project Name: University Pump Station Improvements Project

Solicitation Number: B-14-002-DD

**PROPOSAL PACKET COPIES -7** (sealed box or large envelope containing all 7 copies)

The copies should include **only** the following items:

- Proposal Checklist**
- Respondent Questionnaire**
- Background, Experience, and Qualifications narrative**
  - Organizational Chart
  - Three (3) projects of similar size and scope within the last five (5) years as outlined on page SIR-2, C.1. f.)
- Project Plan, Safety and Quality Program narrative** (*including, but not limited to*):
  - OSHA 300
  - OSHA Form 300A
  - TRIR
  - Any OSHA Citations

To be submitted within 24 hours of the Proposal Opening:

- TWDB -0216** (*Reference DB-0210 and FAQ from Add. 10*)
- TWDB -0217** (*Reference DB-0210 and FAQ from Add. 10*)
- TWDB -0373** (*Reference DB-0210 and FAQ from Add. 10*)
- 6100-3 DBE Subcontractor Performance Form** (*Reference DB-0210 and FAQ from Add. 10*)
- 6100-4 DBE Subcontractor Utilization Form** (*Reference DB-0210 and FAQ from Add. 10*)

I certify that the proposal packet submitted includes the items as indicated above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name/Title

\_\_\_\_\_  
Company Name

## FREQUENTLY ASKED QUESTIONS RE: MINORITY AND WOMAN-OWNED BUSINESS PARTICIPATION ON TWDB CONSTRUCTION PROJECTS

- Please ensure that you are registered on our website, and “Subscribe” to this particular solicitation, as all firms (potential proposers) that download through the site will be listed, and any updates to the project will be posted there as well: [http://www.saws.org/business\\_center/Vendor/](http://www.saws.org/business_center/Vendor/)
- **The SAWS Good Faith Effort Plan document must be submitted at the time the bid/proposal is due.**

**Forms TWDB-0216, TWDB-0217, TWDB-0373, DBE 6100-3, and DBE 6100-4 must be submitted within 24 hours of when the bid/proposal is due.**

- Please submit TWDB-0216 with Section I left blank.
- Please submit TWDB-0373 with the executed contract dates left blank.
- **Form TWDB-0215 is not required.**
- **Can you please clarify what are the SMWB goals for this solicitation? There are some percentages listed in a table under TWDB and then there is a SAWS percentage listed at 17%.**
  - TWDB’s goals and the 17% SAWS goals are non-mandatory; i.e., you are not required to meet them exactly. What is important is that you conduct an outreach effort to find minority-owned and woman-owned subcontractors through any **two** of the following methods, and show documented proof of your efforts. Each bullet point counts as one method. For example, **e-mail, phone, mail, and fax only count as one outreach method** (Direct Contact):
    - Newspaper Advertisements
    - Direct Contact by Phone, Fax, USPS Mail, Email
    - Meetings or Conferences
    - Minority Media
    - Internet & Web Postings
    - Trade Association Publications
    - Other Government Publications
- **Per the Submittal Response Checklist, we are required to provide a Good Faith Effort Plan and TWBD forms 0216, 0217, and 0373. However, we do not have all of the information necessary to complete these forms, including TWBD Project Number and Total TWDB Funding Request. Will you make this information available, or should this information be left blank?**
  - Please leave those information fields blank.
- **Form TWDB-0373 – Can columns 4 and 5 be left blank at this time?**
  - Yes.

- **If we meet the State’s current fair share goals for MBE and WBE participation, are we required to meet the TWBD minimum methods of solicitation for Good Faith Effort outlined in form TWDB-0216?**
  - Yes, all firms who will be submitting a proposal are required to conduct two documented methods of outreach to minority and woman-owned subcontractors. Each bullet point below counts as one method. For example, e-mail, phone, mail, and fax only count as one method (Direct Contact). Proposing firms may choose any two methods listed below:
    - Newspaper Advertisements
    - Direct Contact by Phone, Fax, USPS Mail, Email
    - Meetings or Conferences
    - Minority Media
    - Internet & Web Postings
    - Trade Association Publications
    - Other Government Publications
  
- **Has a TWDB # been assigned to this bid/proposal or do we leave that blank?**
  - Please leave it blank.
  
- **Form TWDB-0216 under Instructions Column 7: Please verify if backup documentation is required?**
  - Yes, documentation of the two solicitation methods that your firm used to perform the Good Faith Effort outreach (Column 7) is required within 24 hours of when the bid/proposal is due.
  
- Please contact the SMWB Program Manager, Marisol V. Robles, at 210-233-3420 or at [marisol.robles@saws.org](mailto:marisol.robles@saws.org) if there are questions not addressed in this FAQ sheet.