



**Hardy Oak Blvd, Sonterra Blvd, and Potranco Rd.
Pressure Zone Interconnections Project
Solicitation Number: CO-00288**

**ADDENDUM 1
March 17, 2020**

To Bidder of Record:

This addendum, applicable to work referenced above, is an amendment to the bid proposal, plans and specifications and as such will be a part of and included in the Contract Documents. Acknowledge receipt of this addendum by entering the Addendum number and issue date on the space provided in submitted copies of the bid proposal.

CLARIFICATIONS AND MODIFICATIONS

1. **INVITATION TO BIDDERS.** The non-mandatory pre-bid meeting is now scheduled as a **WEBEX ONLY**. Delete the fourth paragraph in its entirety and replace with the following:

“A non-mandatory pre-bid web-ex meeting will be held at **2:00 PM (CT) on March 20, 2020**. See the Webex Instructions attached to this Addendum to log-in to this meeting.

END OF ADDENDUM 1

This Addendum is three (3) pages in its entirety, including attachment.

Attachment: Webex Instructions



**NON-MANDATORY PRE-BID MEETING
FRIDAY, MARCH 20, 2020 – 2:00 PM CDT**

**HARDY OAK BLVD, SONTERRA BLVD AND POTRANCO RD.
PRESSURE ZONE INTERCONNECTIONS PROJECT
SOLICITATION NO. CO-00288**

WEBEX INSTRUCTIONS

1. Ensure you have the Cisco Webex Meeting application to join. This app may be downloaded on smart phones. Some compatibility issues may be experienced on some devices. If you would like to participate in a dry-run to check compatibility, please contact me at Janie.Powell@saws.org or via phone at (210) 233-2443.
2. Attendees may and are encouraged to attend up to 20 minutes prior to the Non-Mandatory Pre-Bid meeting in order work through any potential technical or login issues prior to the meeting.
3. At the time of the Non-Mandatory Pre-Bid meeting, attendees should click the link below to access the meeting:

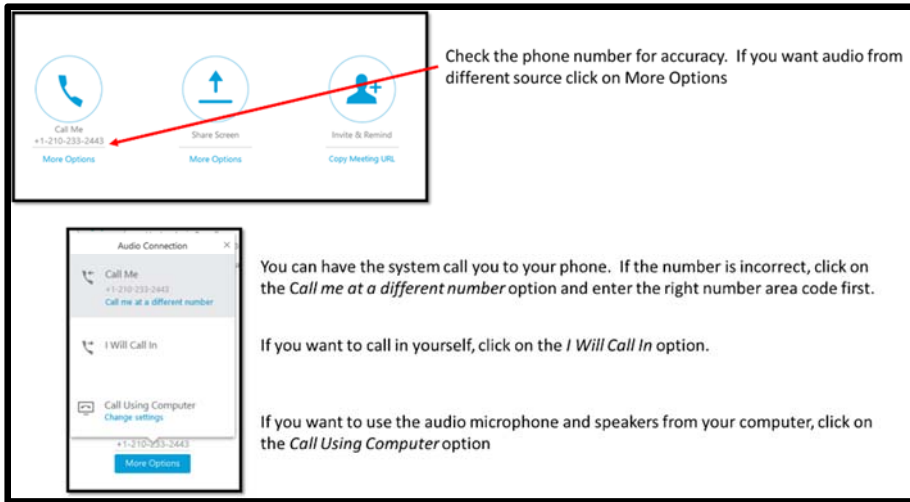
[Join the meeting](#)

For Audio Connection dial: ‘210-233-2550 (SAWS WebEx)
Meeting number / Access Code: 999 938 755
Password: Co-00288

Log-on steps:

The first screenshot shows the 'Sign in to WebEx' page. In the top right corner, there is a blue bar with the 'Join by Number' link highlighted by a red box. A red arrow points from the text 'Click on Join by Number' to this link. Below the header, there are input fields for 'Email Address' and 'Password', a 'Remember me' checkbox, and a green 'Sign In' button. A note at the bottom says 'Contact your system administrator to retrieve or reset your password.'

The second screenshot shows the 'Join by Number' page. At the top, there is a yellow warning banner that reads: 'This meeting has not started yet. You can join 15 minutes before the meeting start time or, alternatively, when the host starts the meeting.' Below this, there are three input fields: 'Meeting Number' with the value '999 938 755', 'Your Name' with the value 'ABC Co_ John Doe', and 'Email Address' with the value 'John.Doe@ABCco.com'. At the bottom, there is a 'Join' button highlighted by a red arrow, with the text 'Click Join' next to it.



4. It is anticipated that attendees will need both visual and audio connections for the meeting. **Please mute your phones** to minimize any additional background noise during the meeting.
5. When attendees are logging in to WebEx they should include their Company name before their first name to help SAWS capture the participants.
6. Questions during the Non-Mandatory Pre-Bid meeting shall be submitted within the WebEx system using the CHAT functionality as opposed to verbally. SAWS staff will read aloud each question received and provide a response during the meeting.
7. Should there be any technical issues on the date of the meeting but before the meeting has started, reach out to Janie M. Powell using the below:

Janie M. Powell
 Contract Administrator
 210-233-2443
Janie.Powell@saws.org

If there are any issues after the meeting has started, reach out to Roxanne Lockhart using the below:

Roxanne Lockhart
 Contract Administrator
 210-233-3095
Roxanne.Lockhart@saws.org