



**H2Oaks Desalination Facility, Well Field Collection Pipeline Project**  
**Solicitation Number: CO-00320**  
**Job No.: 19-8610**

**ADDENDUM 4**  
**April 10, 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.

<b>CHANGES TO THE SPECIFICATIONS</b>
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- 1. INVITATION TO BIDDERS.** The last paragraph of the Invitation to Bidders is deleted in its entirety and replaced with the following:

**Due to the COVID-19 emergency and to protect the health of the public, SAWS is implementing new procedures for the submission of bids. Bids will be received through sealed bids, until 3:00 PM (CDT), April 13, 2020. Sealed bids will be received by Contract Administration, 2800 U.S. Hwy 281 North, Tower II, Customer Center Building, via a drop box located on the left wall when walking through the first set of double glass doors of the main Tower II entry on the north side of the building, San Antonio, Texas 78212. Sealed bids must be accompanied by a cashier's check, certified check, or bid bond in an amount not less than five percent of the total bid price. Bids will then be publicly opened and read aloud by Contract Administration via WebEx.**

- 2. BID PACKET CHECKLIST.** The Bid Packet Checklist is hereby deleted in its entirety and replaced with the revised Bid Packet Checklist attached to this Addendum.

- 3. SUPPLEMENTAL CONDITIONS.** Sections 2a. and 24 of the Instructions to Bidders are hereby deleted in their entirety and replaced with the following:

2. Bids will be opened in accordance with the following:

- a. Bids will be opened **in a public WebEx meeting** and read aloud by a Contract Administration representative. Instruction on how to participate in this public WebEx meeting can be found in the WebEx Bid Opening Instructions.

24. To assist the San Antonio Water System Contracting Office in performing the bidder evaluation and subsequent recommendation of award, the apparent low bidder must submit upon request the following items within one (1) day of the bid opening. Failure to provide the required information within the specific time, may result in determining a non-responsive bidder:

- (a) An information packet on company showing experience, organization and equipment
- (b) A statement regarding ability to complete the project within the schedule taking into account existing commitments.
- (c) Statement of Bidder's Experience
- (d) A completed and signed W-9 Request for Taxpayer Identification Number and Certification form.
- (e) A completed Good Faith Effort Plan.**

- (f) Conflict of Interest Questionnaire - Form CIQ
- (g) Proof of Insurability (Letter from Insurer or Sample Certificate of Insurance)
- (h) Detailed baseline schedule

All other sections of the Instructions to Bidders shall remain the same.



<b>CLARIFICATIONS</b>
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1. Bidders will still hand deliver bids as provided for in this Addendum, but shall only submit the items as indicated on the revised Bid Proposal Checklist in the initial bid packet. Reference the revised Bid Proposal Checklist attached to this Addendum.
2. The public Bid Opening will be conducted on video via a WebEx meeting. See the WebEx Bid Opening Instructions attached to this Addendum.
3. In preparing the Detailed Baseline Schedule, Bidders shall use an anticipated Notice to Proceed date of May 25, 2020.

<b>END OF ADDENDUM</b>
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This Addendum, including these **two (2)** pages, is **four (4)** pages with attachments in its entirety.  
Attachments:

WebEx Bid Opening Instructions  
Bid Packet Checklist

04/10/2020



**H2Oaks Desalination Facility, Well Field  
Solicitation Number: CO-00320**

**WEBEX BID OPENING INSTRUCTIONS**  
**<April 13, 2020 at 3:00 PM> (CDT)**

**WEBEX BID OPENING MEETING**

The WebEx meeting details are below if you would like to view the public opening of the bids.

When it's time, start or join the WebEx meeting from [here](#).

*Access Information*

Meeting Number: **960 949 926**

Meeting Password: CO-00320

Audio Connection: 1-469-210-7159 United States Toll (Dallas)  
1-408-418-9388 United States Toll

If you have any questions or concerns, please feel free to contact me.

Thank you,

**Roxanne L. Lockhart**

Contract Administrator

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**BID PACKET CHECKLIST**  
**H2OAKS DESALINATION FACILITY, WELL FIELD PROJECT**  
**SAWS Job No. 19-8610**  
**SAWS Solicitation No. CO-00320**

**This checklist is a required document that must be utilized and submitted with the Bid Packet. The Bid Packet should include the following items in this order:**

- ☐ List of Bid Items
- ☐ Signed Bid Proposal Signature Page, Acknowledgement of All Addendums and Executive Order
- ☐ Bid Packet Checklist
- ☐ Signed Proposal Certification
- ☐ Bid Bond

**Items to be submitted Upon Request by SAWS from the Apparent Low Bidder within one (1) day of the bid opening:**

- ☐ Completed Good Faith Effort Plan
- ☐ Conflict of Interest Questionnaire - Form CIQ (*Rev. 11/30/2015*)
- ☐ Proof of Insurability (Letter from Insurer or Sample Certificate of Insurance)
- ☐ Company Information Packet
- ☐ Statement regarding ability to complete the project
- ☐ W-9
- ☐ Statement of Bidder's Experience
- ☐ Detailed Baseline Schedule

**\*And, if bid was submitted electronically without a Bid Bond:**

- ☐ Cashier's Check or Certified Check