

REQUEST FOR COMPETITIVE SEALED PROPOSALS

Solicitation Number: B-16-018-AM

2016 METER REPLACEMENT PROGRAM

Addendum 1 – October 21, 2016

This Addendum provides responses to questions and changes to the RFCSP.

Questions and Answers

- Q1: Property Damage - The Installation Vendor shall make every effort to avoid damage to any part of the customer’s premises. Any damage caused by the Installation Vendor shall be repaired at no additional cost to SAWS. How do you verify property damage? If it is existing? Or preexisting? Or a result of?**
- A1: One of the required photographs shall include existing site conditions, which would assist in documenting pre-existing damage. Any damages caused by the Installation Vendor shall be their responsibility to correct.
- Q2: Continuous Work Effort - The Installation Vendor shall not leave customer premises where work has begun until installation of the new meter has been completed, all adjustments have been made, water service to the premises has been restored, and the Installation Vendor has tested the water flow of the new meter which includes required accuracy. If the Installation Vendor cannot restore water service, SAWS shall be contacted and the Installation Vendor shall wait for assistance until authorized by SAWS to leave the site. How is the SAWS accuracy test done?**
- A2: The Installation Vendor shall ensure the meter is functioning (registering flow) when flushing the line. There is not a “SAWS accuracy test” in the field.
- Q3: Section 3.5 Project Tracking Processes – The Installation Vendor should utilize an installation tracking system or methodology for tracking project progress, equipment and data. This information is critical and must be able to be reviewed by SAWS on**

a daily basis during the project. What product is recommended? Can you use a cell phone GPS?

A3: SAWS does not have a recommendation on which product to use for tracking purposes.

Q4: Section 4.2 - Materials Pickup Location and Meter Custody Installation Vendor shall pick up the meters, yokes, curb stop valves, and meter boxes at the SAWS Mission Rd Service Center (515 Mission Rd, San Antonio, Texas 78210) and will be responsible for all items provided upon pickup and will also be responsible for the transportation of the materials to the Installation Vendor's warehouse location. Custody of the meters will not transfer back to SAWS until the successful installation of the meters. Will Installation Vendor be able to inspect all items picked up at the SAWS Mission Rd Service Center as part of quality control?

A4: Yes, the Installation Vendor can inspect the materials that they pick up from SAWS.

Q5: Will SAWS provided a file containing all specified locations including address, meter size, cycle and route?

A5: Yes, SAWS can provide this file upfront, but the materials provided by SAWS will not be available all at once. Quantities required based on the Installation Vendor's proposed schedule must be coordinated and approved by SAWS.

Q6: Will SAWS provide a file of the total meter route size and number of accounts assigned as part of this project?

A6: No, it is not anticipated that the Installation Vendor will need all this information.

Q7: What percentage of accounts within the routes will be assigned to contractor?

A7: The percentage of accounts within each cycle to be assigned to the Installation Vendor varies by cycle, but in general it is approximately 3% of the SAWS meter population for the work in specified locations.

Q8: Will SAWS support curb stop valve replacements by shutting down service to the valves or is it required to exchange valves under pressure?

A8: SAWS Meter Technicians generally exchange the valves under pressure, and the Installation Vendors will be expected to do the same.

Q9: Will SAWS require the contractor to deliver removed meters to the SAWS meter shop facility, if so, with what frequency?

A9: Removed meters will not have to be delivered to the SAWS Meter Shop but rather will be disposed of in scrap material bins that will be picked up by the SAWS scrap metal recovery vendor.

Q10: What volume or percentage of completed installations will require a field audit (if any)?

A10: The volume or percentage requiring a field audit will vary based on Installation Vendor performance and customer satisfaction.

Q11: What is the desired installation deployment duration?

A11: The construction contract has a performance timeline of 365 days. The Installation Vendor can complete the work in the specified locations sooner, but it is at SAWS discretion that work in the unspecified locations may not be assigned until later in the contract period.

Q12: Are there any limitations for early completion, if so, please identify?

A12: See previous answer to Q11.

Q13: In our experience, near 100% of all pits will require the removal of dirt, will SAWS assist by pre-cleaning assigned accounts?

A13: No, SAWS will not pre-clean assigned accounts.

Q14: Are there any requirements for the disposal of pit dirt and/or debris removed from meter locations?

A14: The work area should be left clean and following work presented as un-disturbed. Pit dirt shall be removed from job site when excess quantity will create a nuisance for customer if spread surrounding the pit

Q15: Does SAWS require the Meter Installation Vendor to provide a Call Center?

A15: The Installation Vendor shall have a staffed 24-hour answering service per the Project Requirements. Refer to the paragraph titled **Field Communication** under **Section 1. Basic Scope of Work**.

Q16: If a Call Center is required, please define any performance requirements and metrics that will be required?

A16: The contract does not stipulate specific performance requirements, but it is expected that the Installation Vendor will answer calls 24/7.

Q17: If a Call Center is required, please define any languages required to communicate with customers?

A17: Customer communication in English and Spanish would be preferred.

Q18: If a Call Center is required, does the location need to be located within North America?

A18: It is at the Installation Vendor's discretion as to where the Call Center is located as long as excellent customer service is provided.

Q19: Is the Meter Installation Vendor required to provide company vehicles to employees?

A19: For security purposes, vehicles driven by the Installation Vendor's employee shall be marked as SAWS Contractors. Magnets for use by the Installation Vendor should be provided at their own expense using a SAWS approved design.

Q20: What percentage of work will include the former Bexar Met district?

A20: This number is unknown, but in general less than 40% of the work is anticipated to be in the former BexarMet.

Q21: Can SAWS confirm the Meter Installation Vendor is required to pick up the meter inventory?

A21: The Installation Vendor will be required to pick up all SAWS provided materials from the Mission Rd Service Center at 515 Mission Rd, San Antonio, TX 78210.

Q22: If the Meter Installation Vendor is required to arrange pick up, what volumes and what frequency limitations will SAWS impose?

A22: In general, only half of the quantities listed in the Bid Proposal will be available at a time, and the frequency and time of pick-ups will have to be coordinated with SAWS.

Q23: Will SAWS approximate the number or percentage of resetters required to elevate meters for the Meter Installation to develop pricing?

A23: It is anticipated that no more than 20% of the meters will need yokes to elevate the meter.

Q24: Will SAWS approximate the number of meter boxes that are not to grade and will be required to be leveled by the Meter Installation Vendor?

A24: It is SAWS experience that as many as one third of meter boxes are not to grade and require some leveling.

Q25: Will Meter Installation Vendor propose alterations to the Terms and Conditions without being determined non-responsive?

A25: Installation Vendor may propose changes to the Terms and Conditions. If Installation Vendor is the selected offeror, SAWS will consider alterations to the Terms and Conditions and attempt to negotiate a contract with the selected offeror. Refer to Instructions to Respondents, IR-1., Section 2, c.

Q26: Will SAWS provide the most applicable wage determination for the work to be performed?

A26: Reference Davis Bacon General Decision Number: TX160016 with the wage classification required being Laborer, Utility.

Q27: Will SAWS entertain a daily file to refresh changes to data based on SAWS completed work?

A27: Accomplishing this daily might be difficult, but SAWS will attempt to make this happen weekly.

Q28: Will SAWS be able to supply a high and low edit range for meters read as part of the replacement process?

A28: If needed by the Installation Vendor, this information could be provided.

Q29: What is the expected start and end of this contract?

A29: It is anticipated that this contract will be approved by the SAWS Board of Trustees on December 6, 2016 with a contract performance period of 365 days. It is acceptable if the selected contractor complete the work in the specified locations before the performance period expires, but issuance of materials by SAWS will need to be closely coordinated if the work schedule is expedited.

Q30: Will SAWS be directing any of the valves and meter boxes be replaced prior to the selected contractor visiting the site? This will allow for better work load scheduling.

A30: SAWS will not be making initial site visits to the specified work locations.

Q31: Is it expected by SAWS that once a valve or meter box is identified as needing replacement by the installation tech that a second trip to the site to replace either or both be done?

A31: The Installation Vendor shall contact the SAWS Inspector so that a field visit can be made as soon as possible. This way, the installation tech may be in close vicinity when the SAWS Inspector makes site so as to minimize drive time for second trips.

Q32: If the existing state of the water infrastructure is extremely corroded and will fail if touched, can the installation vendor submit this back to SAWS? The meter installation vendor would then wait for further instructions prior to working on this piping.

A32: The Installation Vendor may contact the SAWS Inspector for guidance when there are any questions about whether work should proceed at a particular address.

Q33: What is the expected final installation step if the residence does not have an outdoor faucet or hose bibb and testing of the meter cannot be done?

A33: If there is no outdoor faucet or hose bibb, work is complete upon successful meter installation and after turning on the curb stop valve to verify a leak free installation.

Q34: Is this prevailing wage contract? Is so, what wage classification is required? There is mention of Asbestos/Abatement Laborers but only when dealing with hazardous material.

A34: Yes, this is a prevailing wage contract. Reference Davis Bacon General Decision Number: TX160016 with the wage classification required being Laborer, Utility. It is not anticipated that the contractor will be dealing with hazardous material.

Q35: Pricing includes a line item for additional work for Curb Valves and Meter Boxes – can a price include additional work for meter box dig out due to excessive dirt/debris? (Many photos show this as a typical representative sample)

A35: It is expected that approximately 1/3 of meter boxes may require digging out due to excessive dirt / debris. There will be no separate pay item for this.

Q36: Where specifically are these installs being performed? Zip Codes, Towns, etc...

A36: Reference Attachment A- Map of Specified Meter Reset Locations. Attached to this addendum.

Q37: What percentage of meter installations will be considered “special circumstances?”

A37: This is not known since SAWS does not do pre-checks of all the specified meter replacement locations.

Q38: Please confirm we are to utilize Exhibit A to build our data transfer process.

A38: Exhibit A of the Project Requirements provides the layout of the file that will be transferred to Installation Vendor. The file with the specified location meters to be replaced under this contract will be provided upon contract award so that the successful Installation Vendor can build their data transfer process.

Q39: Please confirm no real time updates are required.

A39: Real time updates are not required.

Q40: Is the pollution liability insurance required for this contract?

A40: No, pollution liability insurance is not required for this contract.

Q41: Please confirm that the contractor provides handheld devices and work order management system. Also please confirm if any specific handhelds are required.

A41: The contractor is responsible for any data collection hardware or software needed to perform the data transfer process. SAWS does not require any specific handhelds.

Q42: How are the meters released? Are these meters released in optimized routes – street by street?

A42: It is anticipated that SAWS will issue work to the Installation Vendor quarterly in approximately equal volumes based on the total contract quantities, including a combination of “specified location” work and “unspecified location” work from across the SAWS service area. The Installation Vendor will be responsible for optimizing their own workflow.

Q43: How many meters are released each week or month?

A43: Refer to previous answer on Q42.

Q44: If a specific area scheduled for deployment experiences extreme weather (flooding, etc.) will SAWS route work in other areas during the weather event?

A44: The Installation Vendor will be responsible for coordinating workload with SAWS and working in another area if one area is experiencing extreme weather.

Q45: Please clarify if pollution liability coverage will be necessary for scope of work.

A45: No, pollution liability insurance is not required for this contract.

Q46: Please clarify negotiation process pre or post NTP.

A46: Negotiations may occur when changing project scope of work and/or contract time, as determined by SAWS, prior to the execution of a contract. Refer to Instructions to Respondents, IR-1., Section 2, c. Changes to scope of work and/or contract time, after the execution of a contract, will be addressed via change order.

Q47: Do you need a Texas TCEQ license?

A47: No.

Q48: Do you have any other information on this project that you could email me?

A48: All information related to this project is available on the SAWS' website. Refer to the website for additional information and addendums.

Q49: Can you tell me how long you anticipate this project taking to complete?

A49: Refer to response to Q11 and Q29.

Q50: Where are the meters located? (inside house or outside? Any idea of qty's of each?)

A50: SAWS meters are generally located outside near the property line, not inside the house.

Q51: What is the projected start/finish dates?

A51: Refer to response to Q11 and Q29.

Q52: I am interested on this project could you point me to what, when, where to start?

A52: Refer to response to Q48.

Q53: I was looking to get a list of the bidders for subcontracting purposes. Can you provide that information? If not how would I go about obtaining it?

A53: The pre-submittal sign-in sheet is posted on the SAWS website for this project. Also, refer to response to Q48.

End of Questions and Answers

Changes to the RFCSP

1. Replace the first paragraph in the **Invitation for Competitive Sealed Proposals** as follows:

“Sealed proposals are requested by the San Antonio Water System for the removal and installation of up to 20,700 water meters in various sizes, up to 6,800 meter boxes, and up to 250 curb stop valves for the 2016 Meter Replacement Program Project, SAWS Job No. 15-4003.”

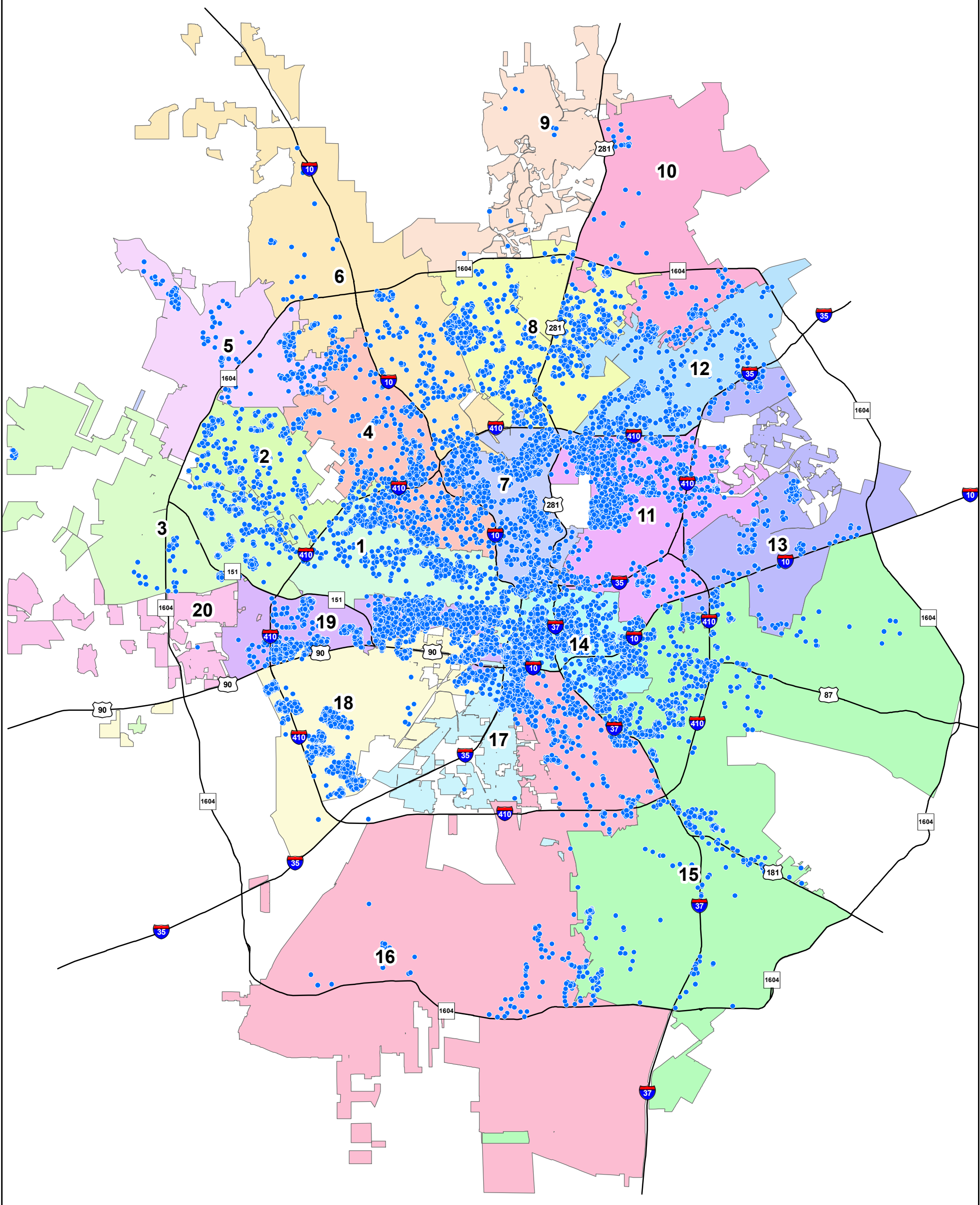
2. Replace the **Price Proposal** in its entirety with the attached, which was updated to reflect additional quantities for Items 5 to 10.

3. Replace the first bullet in **Section 1. Basic Scope of Work** of the **Project Requirements** as follows and update all instances of 15,585 meters to 20,700 meters, 5,000 meter boxes to 6,800 meter boxes, and 200 curb stop valves to 250 curb stop valves per the updated quantities in the Price Proposal:

- The selected contractor will replace up to 20,700 meters, up to 6,800 meter boxes, and up to 250 curb stop valves; however, the materials provided by SAWS will be issued as needed (not all at once).

End of Changes to the RFCSP

2016 Meter Replacement Contract Attachment A



**San Antonio
Water
System**

SAWS GIS: A wealth of information at your fingertips.
October 13, 2016 GIS Division

This utility map is for reference only. The information may not represent what actually has been constructed. SAWS explicitly disclaims any representation of the accuracy of the information and assumes no liability for any errors, omissions, or inaccuracies in the map regardless of how caused. Field verification should be done as necessary. SAWS prohibits the reproduction or sale of this document. This utility map may not under any circumstances, be copied, reproduced or published in any form or media, or transferred to another without written permission of the San Antonio Water System.

● Meters

Cycles

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PRICE PROPOSAL

PROPOSAL OF _____, a corporation, a partnership
 consisting of _____ an individual doing business
 as _____

THE SAN ANTONIO WATER SYSTEM

Pursuant to Instructions and Requests for Competitive Sealed Proposals, the undersigned proposes to furnish all labor, materials, equipment and supervision as specified and to perform the work required for the replacement of up to 20,700 water meters as part of the 2016 Meter Replacement Program, San Antonio Water System Job No. 15-4003. The undersigned acknowledges and understands that the meters, yokes, curb stop valves, and meter boxes will be furnished by SAWS and all quantities are estimated. The intent of this proposal and the quantities herein to establish a unit price for various line items to be paid to the Contractor by SAWS. No change in the unit prices will be made, regardless of the actual quantity of the item of work performed. The work will be performed in accordance with the Plans and Specifications for the following prices to wit:

ITEM NO.	ITEM DESCRIPTION (Unit Price to be written in words)	UNIT	QTY.	UNIT PRICE (In Figures)	TOTAL (In Figures)
Items 1 to 4 – Meter Installation at Specified Locations					
1.	5/8” Meter Installation – Furnish materials (excluding Owner provided meters and yokes as necessary), labor, and equipment required for the installation in accordance with the technical specifications. _____ Dollars and _____ Cents Per Unit	EA	12,400	\$ _____	\$ _____
2.	3/4” Meter Installation – Furnish materials (excluding Owner provided meters and yokes as necessary), labor, and equipment required for the installation in accordance with the technical specifications. _____ Dollars and _____ Cents Per Unit	EA	500	\$ _____	\$ _____
3.	1” Meter Installation – Furnish materials (excluding Owner provided meters and yokes as necessary), labor, and equipment required for the installation in accordance with the technical specifications. _____ Dollars and _____ Cents Per Unit	EA	1,200	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION (Unit Price to be written in words)	UNIT	QTY.	UNIT PRICE (In Figures)	TOTAL (In Figures)
4.	1.5" Meter Installation – Furnish materials (excluding Owner provided meters), labor, and equipment required for the installation in accordance with the technical specifications. _____ Dollars and _____ Cents Per Unit	EA	1,100	\$ _____	\$ _____
Items 5 to 8 – Meter Installation at Unspecified Locations					
5.	5/8" Meter Installation – Furnish materials (excluding Owner provided meters and yokes as necessary), labor, and equipment required for the installation in accordance with the technical specifications. _____ Dollars and _____ Cents Per Unit	EA	3,500	\$ _____	\$ _____
6.	3/4" Meter Installation – Furnish materials (excluding Owner provided meters and yokes as necessary), labor, and equipment required for the installation in accordance with the technical specifications. _____ Dollars and _____ Cents Per Unit	EA	700	\$ _____	\$ _____
7.	1" Meter Installation – Furnish materials (excluding Owner provided meters and yokes as necessary), labor, and equipment required for the installation in accordance with the technical specifications. _____ Dollars and _____ Cents Per Unit	EA	600	\$ _____	\$ _____
8.	1.5" Meter Installation – Furnish materials (excluding Owner provided meters), labor, and equipment required for the installation in accordance with the technical specifications. _____ Dollars and _____ Cents Per Unit	EA	700	\$ _____	\$ _____
Items 9 to 10 – Additional Work (assumed to be in conjunction with Meter Installation)					
9.	Installation of Meter Curb Stop Valve (All sizes) – Furnish all materials (excluding Owner provided curb stop valves), labor, and equipment for the installation in accordance with the technical specifications _____ Dollars and _____ Cents Per Unit	EA	250	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION (Unit Price to be written in words)	UNIT	QTY.	UNIT PRICE (In Figures)	TOTAL (In Figures)
10.	Replace Meter Boxes (All sizes) – Furnish all materials (excluding Owner provided meter boxes), labor, and equipment for the installation in accordance with the technical specifications. _____ Dollars and _____ Cents Per Unit	EA	6,800	\$ _____	\$ _____
A. SUBTOTAL BASE BID AMOUNT _____ Dollars and _____ Cents					\$ _____
11.	Mobilization Percent of the Line Item “A” _____ Percent (Maximum of 10% of the Line Item “A” Sub-total Base Bid amount)	LS	1	\$ _____	\$ _____
B. TOTAL BID AMOUNT (including Item 11, Mobilization) _____ Dollars and _____ Cents					\$ _____

Mobilization lump sum bid shall be limited to a maximum 10% of the Line Item "A" Sub-total Base Bid amount. The Line Item "A" Sub-total base bid is defined as all bid items **EXCLUDING** Item 11, Mobilization. **In the event of a discrepancy between the written percentage and dollar amount shown for Mobilization the written percentage will govern. If the percentage written exceeds the allowable maximum stated for mobilization, SAWS reserves the right to cap the amount at the percentages shown and adjust the extensions of the bid items accordingly.**

OFFEROR'S SIGNATURE & TITLE

FIRM'S NAME (TYPE OR PRINT)

FIRM'S ADDRESS

FIRM'S PHONE NO./FAX NO.

FIRM'S EMAIL ADDRESS

The Contractor herein acknowledges receipt of the following Addendum Nos. _____

SAWS RESERVES THE RIGHT TO ACCEPT THE OVERALL MOST RESPONSIBLE PRICE PROPOSAL.

The Offeror offers to construct the Project in accordance with the Contract Documents for the contract price for a period of **365 calendar days** from the start date, as set forth in the Authorization to Proceed, **or until funds are exhausted**, whichever comes first.

1. Offeror acknowledges that estimated quantities are not guaranteed and are solely for the purpose of comparison of Proposals. Final payment for all Unit Price items will be based on actual quantities provided, determined as provided in the Contract Documents.
2. Offeror must return pages PP-1 through PP-3 of the Price Proposal and PC-1 of the Proposal Certification.
3. **Statement on President's Executive Orders**
Has your firm previously performed work subject to the President's Executive Orders Numbers 11246 and 11375 or any preceding similar executive orders (Numbers 10925 and 11114)?
Yes No

Contractors/Consultants/Vendors on work paid by federal funds will be required to comply with the president's executive order no. 11246, "Equal Employment Opportunity," as amended by executive order no. 11375, "amending executive order 11246 relating to equal employment opportunity," and as supplemented by regulations at 41 CFR part 60, Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department Of Labor.