



**SAN ANTONIO WATER SYSTEM  
ADVANCED METERING INFRASTRUCTURE (AMI) CONSULTING AND PROGRAM  
MANAGEMENT SERVICES**

**SOLICITATION NO. R-19-003-JG  
REQUEST FOR PROPOSALS**

**ADDENDUM 3  
March 6, 2019**

**CLARIFICATIONS**

1. #1. Under Changes to the RFP is being included in the Sample Contract as an option if Reimbursable expenses are necessary as part of a Respondent's Compensation Proposal.

**CHANGES TO THE RFP**

1. Page 52 – Add the following language to the Section 4 – Reimbursable Expenses located in Exhibit “A” of the Sample Contract (Exhibit “F”):

*OR*

- 4.1 *Reimbursable expenses related to travel are not to exceed the amount of **\$.00 – dollars and no cents** and must comply with the Consultant Reimbursable Policy in Exhibit H attached to Contract. Such expenses are included in the not to exceed Contract Price amount.*
- 4.2 *No other reimbursable expenses will be allowed under this contract.*

**END OF CHANGES TO THE RFP**

**QUESTIONS AND ANSWERS**

1. Question: The RFP documentation includes the SAWS Consultant Reimbursable Expense Policy, however, section 4.1 on page 52 states that there shall be no reimbursable expenses under this agreement.
  - a. Question: Please confirm that all anticipated expenses are to be included in the proposal as fixed costs or whether they can variable as actually incurred.
  - b. Question: Please clarify or provide examples of what expenses are not reimbursable versus reimbursable.

*Answer:*

*a. All anticipated expenses, such as travel expenses, are to be included in the Compensation Proposal Form (Exhibit "D") as a not to exceed amount that is inclusive of all fees, costs and expenses ('Contract Price').*

*b. Should travel expenses be included as part of the Respondent's Contract Price, they will be reimbursed as allowable under the Consultant Reimbursable Policy (Exhibit "H" of the Sample Contract) and will be a not to exceed amount. In addition, see #1. Under Changes to the RFP included in this Addendum regarding Reimbursable Expenses.*

END OF QUESTIONS AND ANSWERS
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This Addendum is two (2) pages in its entirety. There are no attachments.

**END OF ADDENDUM 3**