



**2020 PRODUCTION FACILITIES IMPROVEMENTS
SOLICITATION NO. PS-00097-SM**

**NON-MANDATORY PRE-SUBMITTAL MEETING
WEDNESDAY, MAY 13, 2020 – 10:00 AM CDT**

WEBEX INSTRUCTIONS

1. Attendees are advised to join the meeting at least 5 - 10 minutes prior to the Non-Mandatory Pre-Submittal meeting in order work through any potential technical or login issues ahead of time.
2. At the time of the Non-Mandatory Pre-Submittal meeting, attendees should click here to access the meeting:

[Join the meeting](#)

The meeting number is: 992 396 916

For Audio Connection dial: '210-233-2550 (SAWS WebEx)
Access Code: 992 396 916

Password: Ps-00097

3. It is anticipated that attendees will need both visual and audio connections for the meeting. It is advised to try to access the system in advance to work through any technical issues that may occur.
4. When attendees are logging in to WebEx they should include their Company name before their first name to help SAWS capture the participants.
5. Questions for the Non-Mandatory Pre-Submittal meeting shall be submitted within the WebEx system as opposed to verbally. SAWS staff will read aloud each question received and provide a response during the meeting.
6. Should there be any technical issues on the date of the meeting but before the meeting has started, reach out to Florinda Gonzales using the below:

Stella Manzello
Contract Administrator
210-233-3854
Stella.Manzello@saws.org

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

Florinda Gonzales
Interim Contract Administrator

210-233-3914

florinda.gonzales@saws.org