
SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT

Issued By: Sandra Rios
BID NO.: 20-14123

Date Issued: May 15, 2020

**FORMAL INVITATION FOR BEST VALUE BID (BVB) FOR ANNUAL CONTRACT
FOR ENVIRONMENTAL LABORATORY SERVICES ACCREDITED UNDER THE NATIONAL
ENVIRONMENTAL LABORATORY ACCREDITATION PROGRAM (NELAP)
ADDENDUM 1**

Sealed bids, one (1) Original and seven (7) copies, addressed to the Purchasing Director, San Antonio Water System, 2800 US Hwy 281 North, Administration Bldg., 5th Floor, San Antonio, TX 78212 will be received until **3:00 p.m., May 20, 2020** and then publicly opened and read aloud for furnishing materials or services as described herein below,

The San Antonio Water System Purchasing Department is willing to assist any bidder(s) in the interpretation of bid provisions or explanation of how bid forms are to be completed. Assistance may be received by visiting the Purchasing Office in the SAWS Main Office, 2800 US Hwy 281 North, San Antonio, TX 78212, or by calling (210) 233-3819.

(Contractor's Insurance Requirements Attached)

This invitation includes the following:

Invitation for Bids
Terms and Conditions of Invitation for Bids

Specifications and General Requirements
Price Schedule

The undersigned, by his/her signature, represents that he/she is authorized to bind the Bidder to fully comply with the Specifications and General Requirements for the amount(s) shown on the accompanying bid sheet(s). By signing below, Bidder has read the entire document and agreed to the terms therein.

Signer's Name: _____ Firm Name: _____
(Please Print or Type)

Address: _____

Signature of Person Authorized to Sign Bid _____ City, State, Zip Code: _____

Email Address: _____ Telephone No.: _____

Fax No.: _____

Please complete the following:

Prompt Payment Discount: _____ % _____ days. (If no discount is offered, Net 30 will apply.)

Please check the following blanks which apply to your company:

Ownership of firm (51% or more):

Non-minority Hispanic African-American Other Minority (specify) _____

Female Owned Handicapped Owned Small Business (less than \$1 million annual receipts or 100 employees)

Indicate Status: Partnership Corporation Sole Proprietorship Other (specify) _____

Tax Identification Number: _____

To report suspected ethics violations impacting the San Antonio Water System, please call 1-800-687-1918.

***** This Addendum 1 is issued for Bid 20-14123 to do the following:

1. Change/update requirements to participate via WEBEX
2. Change/update requirements to submit contract via FILE TRANSFER PROTOCOL

IT IS NOT NECESSARY TO RETURN THIS ADDENDUM 1 AS PART OF YOUR BID SUBMISSION

1.Change/update WEBEX:

Original language:

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: 961 497 507

Meeting Password: None

Audio Connection: 210-233-2550 (SAWS WebEx)

New language:

This is a Best Value Bid, bidders who submit will be contacted at a later date with invite to participate instructions by Sandra Rios, Purchasing and Contracting Specialist.

2..Change/update FILE TRANSFER PROTOCOL:

Original language:

If Bidders intend to submit bids electronically, Bidders will need to request access to the File Transfer Protocol (FTP) site via email before the submission deadline. Bidders must send FTP access request to **Sandra.Rios@saws.org** by **2:00 PM CDT**. Bidder's email requesting access to the FTP site shall provide the legal name of Bidder's company and the intended recipient's email address and phone number. No requests for FTP site access will be accepted after **May 20, 2020, 2:00 PM (CDT)**.

New language:

If Bidders intend to submit bids electronically. Bidders will need to request access to the File Transfer Protocol (FTP) site via email before the submission deadline. Bidders must send FTP access request to **Gina.Cappa@saws.org** by **2:00 PM CDT**. Bidder's email requesting access to the FTP site shall provide the legal name for the Bidder's company and the intended recipient's email address and phone number. No requests for FTP site access will be accepted after **May 20, 2020, 2:00PM (CDT)**.

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