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**SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT**

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**Issued By: Angeline C. Peralez**  
**BID NO.: 13-1534**

**Date Issued: October 8, 2013**

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**FORMAL INVITATION FOR  
BEST VALUE BID (BVB) FOR MAIL STANDARDIZATION AND  
PRESORT SOFTWARE LICENSE AND MAINTENANCE SUPPORT  
ADDENDUM NO. 1**

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Sealed bids, one (1) Original and seven (7) copies, addressed to the Purchasing Manager, San Antonio Water System, 2800 US Hwy 281 North, P.O. Box 2449, San Antonio, TX 78298-2449 will be received until **3:00 p.m., October 11, 2013**, and then publicly opened and read aloud for furnishing materials or services as described received 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.

This invitation includes the following:

Invitation for Best Value 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: \_\_\_\_\_

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\*\*\*\*\* This Addendum 1 is issued to answer the following questions on the best value bid for mail standardization and presort software license and maintenance support sent to you on September 25, 2013.

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**It is NOT NECESSARY to return this Addendum 1 with your bid submission.**

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1. **Question:** On page 14, section 3a, there is a reference that SAWS will make payments on a monthly basis. Is the monthly payment scheme a requirement for this RFQ?

*Answer: Monthly billing is NOT a requirement on this best value bid. Annual payments are acceptable.*

2. **Question:** Page 15, section V11. We are proposing an in-house software installation for SAWS, where we send software and monthly updates to SAWS. Any system maintenance will be managed internally at SAWS. We do offer a SaaS (Cloud) solution. Do we need to reconsider a SaaS solution?

*Answer: Contractor does not need to consider a SaaS model for this requirement.*

3. **Question:** On page 24, question h) Other Features, there is a reference to Merge/Purge and Dedupe. If a Vendor provides software solutions for both; do we need to include optional pricing in the section for software cost?

*Answer: The ability to perform Merge/Purge and Dedupe can be priced as an optional item on your pricing schedule. However, please make sure that additional information will be provided for SAWS evaluation and review.*

4. **Question:** On Page 12, Section 2, G) vii – under Automated Process. Is SAWS referring to an Automated scheduling and Operation process?

*Answer: Yes, SAWS will fulfill this using the CA Workload Automation toolset.*

\*\*\*\*\* All other terms of the original bid document remains unchanged.

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