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**SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT**

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**Issued By: Gina Cappa**  
**BID NO.: 18-6023**

**Date Issued: March 20, 2018**

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**FORMAL INVITATION FOR BIDS**  
**ANNUAL CONTRACT FOR DELL DESKTOPS, LAPTOPS, MONITORS, AND PRINTERS**  
**ADDENDUM 1**

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Sealed bids addressed to the Purchasing Director, San Antonio Water System, 2800 US Hwy 281 North, Administration Bldg., 5<sup>th</sup> Floor, San Antonio, TX 78212 will be received until **3:00 p.m., April 2, 2018** 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.

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: \_\_\_\_\_

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

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\*\*\*\*\* This **Addendum 1** is issued for Bid 18-6023 to do the following:

1. **Provide questions and responses.**
2. **Provide Attachments A and B.**
3. **Remove and replace the Item Model & Specification Templates with the Item Model & Specification Templates attached to this addendum. The Ultra+ Laptop model is being changed from Precision 7720 to Latitude 5414.**
4. **REMOVE AND REPLACE THE ORIGINAL PRICE SCHEDULE WITH THE REVISED PRICE SCHEDULE ATTACHED TO THIS ADDENDUM. THIS PRICE SCHEDULE HAS BEEN UPDATED TO REFLECT THE CHANGE MADE TO THE ITEM MODEL & SPECIFICATION TEMPLATES.**

IT IS **NECESSARY** TO RETURN THIS ADDENDUM 1 AS PART OF YOUR BID SUBMISSION

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**QUESTIONS:**

- 1) When will answers to questions be posted by SAWS?

**Response:** Responses to questions will be provided as needed, but no later than March 27, 2018.

- 2) Per Section 6.B – Submission of Bids on page 4 and the Minimum Requirements listed on page 16 of the RFP, we are to use the forms provided as Attachment A and Attachment B. I do not see those forms included in the RFP. Can SAWS please provide these forms?

**Response:** Attachments A and B are attached to this addendum and shall be submitted with the bid response.

- 3) Under Communication Restrictions (2) on page 18, there is a reference to a section titled “Technical Questions.” I do not see this as a header in the RFP. Can you please direct me to where the “Technical Questions” section is located in the RFP?

**Response:** There is not a section in the RFP for Technical Questions. Rather, if a respondent has any questions, whether technical or not, regarding the RFP then they should follow the instructions under the Standard Requirements, number seven (7), Questions on Page 18, and submit all questions to [Gina.Cappa@saws.org](mailto:Gina.Cappa@saws.org) by 4:00 PM on March 22, 2018.

- 4) Can this Bid, 18-6023 Dell Desktops, Laptops, Monitors, and Printers, be submitted by email?

**Response:** No. Submittals must be delivered per the instructions found on page 24 of the bid.

**ATTACHMENT A  
TECHNICAL APPROACH**

The bidder shall identify in its technical approach how it will address each item in the Scope of Work.

**BY:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**FOR:** \_\_\_\_\_  
(Name of Firm Submitting Bid)

**DATE:** \_\_\_\_\_

\_\_\_\_\_ Please check if response is included as a separate document.

**ATTACHMENT B**  
**REFERENCES/ SIMILAR PRIOR EXPERIENCE**

From date of release of this bid, the Bidder has been actively engaged for a minimum of three (3) consecutive years as a contractor providing the specified services of this request for bid. Bidder shall provide at least three (3) previous contracts/projects that demonstrates experience and competence on recent (within the last three (3) years of release of this bid), and relevant (contracts of similar type, size and scope). If any challenges were experienced in performing these contracts, the bidder shall explain how challenges were addressed. For each contract, the bidder shall provide a summary, period of performance, service provided, and contact person name and phone number for reference with this bid document. SAWS reserves the right to contact these references.

1. Company Name \_\_\_\_\_  
Dates and duration of service: \_\_\_\_\_  
Address \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_  
Business Phone \_\_\_\_\_ Fax: \_\_\_\_\_  
Description of project completed and any challenges faced: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Company Name \_\_\_\_\_  
Dates and duration of service: \_\_\_\_\_  
Address \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_  
Business Phone \_\_\_\_\_ Fax: \_\_\_\_\_  
Description of project completed and any challenges faced: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Company Name \_\_\_\_\_  
Dates and duration of service: \_\_\_\_\_  
Address \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_  
Business Phone \_\_\_\_\_ Fax: \_\_\_\_\_  
Description of project completed and any challenges faced: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ITEM MODEL & SPECIFICATION TEMPLATES

### Desktop Templates:

	Standard	Standard+	Pro	Pro+	Ultra	Ultra+
Model	OptiPlex 5050 micro		OptiPlex 5050 mini		Precision 5820	
Processor	i5	i5	i5	i7	Xeon	Xeon
Memory	8GB	16GB	8GB	16GB	16GB	32GB
Hard drive (All SSD)	256GB	512GB	512GB	1TB	1TB+ 1TB(optional)	1TB+ 1TB(optional)
Video	3 ports (2 DP and 1 HDMI)	3 ports (2 DP and 1 HDMI)	3 ports (2 DP and 1 HDMI)	3 ports (2 DP and 1 HDMI)	4 ports + Quadro GPU	4 ports + Quadro GPU
Warranty	Dell 3 year ProSupport Plus	Dell 3 year ProSupport Plus	Dell 3 year ProSupport Plus	Dell 3 year ProSupport Plus	Dell 3 year ProSupport Plus	Dell 3 year ProSupport Plus
Windows 7 compatibility	Yes	Yes	Yes	Yes	Yes	Yes
Wired Mouse + Keyboard	Yes	Yes	Yes	Yes	Yes	Yes

### Laptop Templates:

	Standard	Standard+	Pro	Pro+	Ultra	Ultra+
Model	Latitude 7480		Precision 3520		Precision 7720	Latitude 5414
Processor	i5	i5	i5	i7	Xeon	i5
Memory	8GB	16GB	8GB	16GB	16GB	16GB
Hard drive (All SSD)	256GB	512GB	512GB	1TB	1TB + 1TB(optional)	512GB
Resolution	14" 1080p	14" 1080p	15.6" 1080p	15.6" 1080p	17.3" 1080p	14" 1080p
Warranty	Dell 3 year ProSupport Plus	Dell 3 year ProSupport Plus	Dell 3 year ProSupport Plus	Dell 3 year ProSupport Plus	Dell 3 year ProSupport Plus	Dell 3 year ProSupport Plus
Windows 7 compatibility	Yes	Yes	Yes	Yes	Yes	Yes
<b>Etching</b>	<b>Always etch "Property of San Antonio Water System" on all laptops.</b>					

### Monitor Templates:

	Standard	Standard+	Pro	Pro+	Ultra
<b>Model</b>	Dell P2417H 24"	Dell U2417H 24"	Dell P2717H 27"	Dell U2717D 27"	Dell U2417HWI 24"
Warranty	3 year warranty	3 year warranty	3 year warranty	3 year warranty	3 year warranty

### Dock Templates:

	Standard	Standard+
<b>Model</b>	Dell D6000 Universal dock	Dell TB16 Thunderbolt dock

### Other Equipment:

	Standard
<b>Model</b>	Dell OptiPlex 5050 Micro DVD Enclosure 429-AAZP

## DELIVERY

Delivery of Laptops will be completed within \_\_\_\_\_ business days after receipt of order.

Delivery of all other items will be completed within \_\_\_\_\_ business days after receipt of order.

## PRICE SCHEDULE

### Addendum 1 Revised 03/20/18

**BASE YEAR: 01 May 2018 – 30 April 2019**

ITEM	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE
<i>Desktops</i>					
1	Dell OptiPlex 5050 micro ***as per Template Standard	180	EA	\$	\$
2	Dell OptiPlex 5050 micro ***as per Template Standard+	25	EA	\$	\$
3	Dell OptiPlex Mini ***as per Template Pro	10	EA	\$	\$
4	Dell OptiPlex Mini ***as per Template Pro+	10	EA	\$	\$
5	Dell Precision 5820 ***as per Template Ultra	20	EA	\$	\$
6	Dell Precision 5820 ***as per Template Ultra+	5	EA	\$	\$
<i>Laptops</i>					
7	Dell Latitude 7480 ***as per Template Standard	165	EA	\$	\$
8	Dell Latitude 7480 ***as per Template Standard+	25	EA	\$	\$
9	Dell Precision 3520 ***as per Template Pro	25	EA	\$	\$
10	Dell Precision 3520 ***as per Template Pro+	25	EA	\$	\$
11	Dell Precision 7720 ***as per Template Ultra	5	EA	\$	\$
12	Dell Latitude 5414 ***as per Template Ultra+	50	EA	\$	\$
<i>Monitors</i>					
13	Dell P2417H 24" Monitor with 3 year warranty	5	EA	\$	\$
14	Dell U2417H 24" Monitor with 3 year warranty	130	EA	\$	\$
15	Dell P2717H 27" Monitor with 3 year warranty	5	EA	\$	\$
16	Dell U2717D 27" Monitor with 3 year warranty	10	EA	\$	\$
17	Dell U2417HWI 24" Monitor with 3 year warranty	25	EA	\$	\$
<i>Other Equipment &amp; Services</i>					
18	Dock - Dell D6000 ***as per Template Standard	120	EA	\$	\$
19	Dock - Dell TB16 ***as per Template Standard+	30	EA	\$	\$
20	Dell OptiPlex 5050 Micro DVD Enclosure 429-AAZP *** as per Template Standard	25	EA	\$	\$
21	Dell Roadmap – January and July	2	EA	\$	\$
22	Specification Refresh: Cost plus _____% (Not to exceed 20%)				%
<b>BASE YEAR TOTAL: \$</b>					

**EXTENSION 1: 01 May 2019 – 30 April 2020**

ITEM	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE
<i>Desktops</i>					
1	Dell OptiPlex 5050 micro ***as per Template Standard	184	EA	\$	\$
2	Dell OptiPlex 5050 micro ***as per Template Standard+	26	EA	\$	\$
3	Dell OptiPlex Mini ***as per Template Pro	10	EA	\$	\$
4	Dell OptiPlex Mini ***as per Template Pro+	10	EA	\$	\$
5	Dell Precision 5820 ***as per Template Ultra	20	EA	\$	\$
6	Dell Precision 5820 ***as per Template Ultra+	5	EA	\$	\$
<i>Laptops</i>					
7	Dell Latitude 7480 ***as per Template Standard	190	EA	\$	\$
8	Dell Latitude 7480 ***as per Template Standard+	29	EA	\$	\$
9	Dell Precision 3520 ***as per Template Pro	29	EA	\$	\$
10	Dell Precision 3520 ***as per Template Pro+	29	EA	\$	\$
11	Dell Precision 7720***as per Template Ultra	5	EA	\$	\$
12	Dell Latitude 5414 ***as per Template Ultra+	10	EA	\$	\$
<i>Monitors</i>					
13	Dell P2417H 24" Monitor with 3 year warranty	5	EA	\$	\$
14	Dell U2417H 24" Monitor with 3 year warranty	130	EA	\$	\$
15	Dell P2717H 27" Monitor with 3 year warranty	5	EA	\$	\$
16	Dell U2717D 27" Monitor with 3 year warranty	10	EA	\$	\$
17	Dell U2417HWI 24" Monitor with 3 year warranty	25	EA	\$	\$
<i>Other Equipment &amp; Services</i>					
18	Dock - Dell D6000 ***as per Template Standard	120	EA	\$	\$
19	Dock - Dell TB16 ***as per Template Standard+	30	EA	\$	\$
20	Dell OptiPlex 5050 Micro DVD Enclosure 429-AAZP *** as per Template Standard	25	EA	\$	\$
21	Dell Roadmap – January and July	2	EA	\$	\$
22	Specification Refresh: Cost plus _____% (Not to exceed 20%)				%
<b>EXTENSION 1 TOTAL: \$</b>					

**EXTENSION 2: 01 May 2020 – 30 April 2021**

ITEM	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE
<i>Desktops</i>					
1	Dell OptiPlex 5050 micro ***as per Template Standard	187	EA	\$	\$
2	Dell OptiPlex 5050 micro ***as per Template Standard+	26	EA	\$	\$
3	Dell OptiPlex Mini ***as per Template Pro	10	EA	\$	\$
4	Dell OptiPlex Mini ***as per Template Pro+	20	EA	\$	\$
5	Dell Precision 5820 ***as per Template Ultra	21	EA	\$	\$
6	Dell Precision 5820 ***as per Template Ultra+	5	EA	\$	\$
<i>Laptops</i>					
7	Dell Latitude 7480 ***as per Template Standard	218	EA	\$	\$
8	Dell Latitude 7480 ***as per Template Standard+	33	EA	\$	\$
9	Dell Precision 3520 ***as per Template Pro	33	EA	\$	\$
10	Dell Precision 3520 ***as per Template Pro+	33	EA	\$	\$
11	Dell Precision 7720***as per Template Ultra	5	EA	\$	\$
12	Dell Latitude 5414 ***as per Template Ultra+	10	EA	\$	\$
<i>Monitors</i>					
13	Dell P2417H 24" Monitor with 3 year warranty	5	EA	\$	\$
14	Dell U2417H 24" Monitor with 3 year warranty	130	EA	\$	\$
15	Dell P2717H 27" Monitor with 3 year warranty	5	EA	\$	\$
16	Dell U2717D 27" Monitor with 3 year warranty	10	EA	\$	\$
17	Dell U2417HWI 24" Monitor with 3 year warranty	25	EA	\$	\$
<i>Other Equipment &amp; Services</i>					
18	Dock - Dell D6000 ***as per Template Standard	120	EA	\$	\$
19	Dock - Dell TB16 ***as per Template Standard+	30	EA	\$	\$
20	Dell OptiPlex 5050 Micro DVD Enclosure 429-AAZP *** as per Template Standard	20	EA	\$	\$
21	Dell Roadmap – January and July	2	EA	\$	\$
22	Specification Refresh: Cost plus _____% (Not to exceed 20%)				%
<b>EXTENSION 2 TOTAL: \$</b>					



**EXTENSION 3: 01 May 2021 – 30 April 2022**

ITEM	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE
<i>Desktops</i>					
1	Dell OptiPlex 5050 micro ***as per Template Standard	191	EA	\$	\$
2	Dell OptiPlex 5050 micro ***as per Template Standard+	27	EA	\$	\$
3	Dell OptiPlex Mini ***as per Template Pro	11	EA	\$	\$
4	Dell OptiPlex Mini ***as per Template Pro+	11	EA	\$	\$
5	Dell Precision 5820 ***as per Template Ultra	21	EA	\$	\$
6	Dell Precision 5820 ***as per Template Ultra+	5	EA	\$	\$
<i>Laptops</i>					
7	Dell Latitude 7480 ***as per Template Standard	251	EA	\$	\$
8	Dell Latitude 7480 ***as per Template Standard+	38	EA	\$	\$
9	Dell Precision 3520 ***as per Template Pro	38	EA	\$	\$
10	Dell Precision 3520 ***as per Template Pro+	38	EA	\$	\$
11	Dell Precision 7720***as per Template Ultra	5	EA	\$	\$
12	Dell Latitude 5414 ***as per Template Ultra+	10	EA	\$	\$
<i>Monitors</i>					
13	Dell P2417H 24" Monitor with 3 year warranty	5	EA	\$	\$
14	Dell U2417H 24" Monitor with 3 year warranty	130	EA	\$	\$
15	Dell P2717H 27" Monitor with 3 year warranty	5	EA	\$	\$
16	Dell U2717D 27" Monitor with 3 year warranty	10	EA	\$	\$
17	Dell U2417HWI 24" Monitor with 3 year warranty	25	EA	\$	\$
<i>Other Equipment &amp; Services</i>					
18	Dock - Dell D6000 ***as per Template Standard	120	EA	\$	\$
19	Dock - Dell TB16 ***as per Template Standard+	30	EA	\$	\$
20	Dell OptiPlex 5050 Micro DVD Enclosure 429-AAZP *** as per Template Standard	20	EA	\$	\$
21	Dell Roadmap – January and July	2	EA	\$	\$
22	Specification Refresh: Cost plus _____% (Not to exceed 20%)				%
<b>EXTENSION 3 TOTAL: \$</b>					

**EXTENSION 4: 01 May 2022 – 30 April 2023**

ITEM	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE
<i>Desktops</i>					
1	Dell OptiPlex 5050 micro ***as per Template Standard	195	EA	\$	\$
2	Dell OptiPlex 5050 micro ***as per Template Standard+	27	EA	\$	\$
3	Dell OptiPlex Mini ***as per Template Pro	11	EA	\$	\$
4	Dell OptiPlex Mini ***as per Template Pro+	11	EA	\$	\$
5	Dell Precision 5820 ***as per Template Ultra	22	EA	\$	\$
6	Dell Precision 5820 ***as per Template Ultra+	5	EA	\$	\$
<i>Laptops</i>					
7	Dell Latitude 7480 ***as per Template Standard	289	EA	\$	\$
8	Dell Latitude 7480 ***as per Template Standard+	44	EA	\$	\$
9	Dell Precision 3520 ***as per Template Pro	44	EA	\$	\$
10	Dell Precision 3520 ***as per Template Pro+	44	EA	\$	\$
11	Dell Precision 7720***as per Template Ultra	5	EA	\$	\$
12	Dell Latitude 5414 ***as per Template Ultra+	10	EA	\$	\$
<i>Monitors</i>					
13	Dell P2417H 24" Monitor with 3 year warranty	5	EA	\$	\$
14	Dell U2417H 24" Monitor with 3 year warranty	130	EA	\$	\$
15	Dell P2717H 27" Monitor with 3 year warranty	5	EA	\$	\$
16	Dell U2717D 27" Monitor with 3 year warranty	10	EA	\$	\$
17	Dell U2417HWI 24" Monitor with 3 year warranty	25	EA	\$	\$
<i>Other Equipment &amp; Services</i>					
18	Dock - Dell D6000 ***as per Template Standard	120	EA	\$	\$
19	Dock - Dell TB16 ***as per Template Standard+	30	EA	\$	\$
20	Dell OptiPlex 5050 Micro DVD Enclosure 429-AAZP *** as per Template Standard	20	EA	\$	\$
21	Dell Roadmap – January and July	2	EA	\$	\$
22	Specification Refresh: Cost plus _____ % (Not to exceed 20%)				%
<b>EXTENSION 4 TOTAL: \$</b>					

**GRAND TOTAL (BASE, EXT 1, EXT 2, EXT 3, EXT 4) \$ \_\_\_\_\_**