

**SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT**

Issued By: Angeline C. Peralez  
**BID NO.: 13-1458**

Date Issued: June 12, 2013

**FORMAL INVITATION FOR BIDS**  
**BIENNIAL CONTRACT FOR SAMPLING & ANALYSIS LABORATORY SERVICES OF**  
**CONSTITUENTS UNDER UCMR3 RULE**  
**ADDENDUM 1**

Sealed bids addressed to the Purchasing Director, San Antonio Water System, 2800 US Hwy 281 North, Administration Bldg., 5<sup>th</sup> Floor, P.O. Box 2449, San Antonio, TX 78298-2449 will be received until **3:00 p.m., June 18, 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 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: \_\_\_\_\_

\*\*\*\*\* This **Addendum 1** is issued to change and clarify the Biennial Contract for Sampling and Analysis Laboratory Services of Constituents under UCMR Rule bid sent to your on May 30, 2013.

- I. Deadline Extension
- II. Questions & Answers
- III. Updated Appendix 1
- IV. New Price Schedule

**IT IS NECESSARY TO RETURN THIS ADDENDUM 1 ON YOUR BID SUBMISSION.**

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**I. Deadline Extension**

Deadline for submission of bids is extended until **Tuesday, June 18, 2013 at 3:00 pm.** All bids submitted beyond the deadline will not be considered. All part of the original bid document and addendum/s issued shall be submitted to SAWS.

**II. Questions & Answers:** Below are questions and clarifications of prospective contractors and their corresponding answers.

**Question 1:** In the statement to provide at least three (3) references, what is meant by “data center decontamination service” required for the referenced institutions?

**Answer:** Attachment F, References on page 26 of the bid document shall read as “Operational References: List at least three (3) references for which the listed services have been performed.

**Question 2:** This RFP references a mandatory pre-bid conference but does not indicate when and where the conference is being held. Can you confirm that this a requirement and if so, when and where is it being held?

**Answer:** There will be no mandatory pre-bid conference for this bid.

**Question 3:** Attachment G - We are licensed in more than 40 States and hold many permits and licenses both State and Federal do you want copies of all these? If not please clarify what you would like to be submitted in this section: III. Additional Requirements for Submission, Section 2 (pg. 13 of 40)

**Answer:** Attachment G- Permits, Licenses and Registration under II. Additional requirements require the contractor to submit photo-static copies of all permits, licenses and registrations including EPA, DOT, DOD and State ID. If permits, licenses and registrations are nationally recognized, please provide the national permits, licenses and registrations. If permits, licenses and registrations are recognized per State, please provide permits, licenses and registrations recognized in the State of Texas.

**Question 4:** Attachment H - Please clarify the types of documents being requested in III. Additional Requirements for Submission, Section 3 (pg. 13 of 40). Are you asking for audits by various agencies to receive licensure to perform analytical services in the jurisdictions they regulate, i.e. TCEQ, USEPA UCMR3 or NELAC audits (Lab Audits), or are you requesting fire inspections, hazard waste inspections and other similar audits? If the request is for lab audits from all agencies over the last 3 years this will be an

extremely large amount of information, thousands of pages. Perhaps audits from TCEQ, USEPA UCMR3 and States certifying for any UCMR3 parameter plus a list of any additional certifications would be more expedient.

*Answer: SAWS only requires any audits regarding UCMR3 and the tests associated with that. All other audits are beyond the scope of this RFP.*

**Question 5:** Please provide clarification as to the wording in the Price Schedule. What price are you asking for when you state “Sampling and Testing Services”? Is this an all-inclusive fee to provide sampling and testing? What price are you asking for when you state “Analytical Services”? Is this the fee to provide testing only? Does “testing” and “Analytical” mean the same thing? Does “Sampling and Testing Services” minus “Analytical Services” equal sampling services?

*Answer: Testing and Analytical service is the same and Sampling is a different service. This bid requires the prospective vendor to separate the fees for sampling and analytical (testing) services. An updated Price Schedule is provided on this Addendum 1.*

**Question 6:** Attachment A – As this is a UCMR3 sampling and testing contract is “relevant” limited to UCMR3 permits and license necessary to conduct sampling, testing and transportation for UCMR3 only?

*Answer: This only summarizes what you have to attach on this tab as enumerated at page 12, no. 1 under Minimum Requirements. This sampling and analysis request only refers to UCMR3 testing.*

**Question 7:** How many copies of bid shall be submitted to SAWS?

*Answer: Prospective vendor shall submit 1 original copy of their bid.*

**Question 8:** In Appendix 1, UCMR3 Sampling Schedule you are not showing the sampling detail for list 2 for SAWS. The CDX inventory/schedule lists list 1 samples and list2 samples for SAWS. Doesn't List 2 need to be added to SAWS (TX0150018) in Appendix 1 and to the 2013 Estimate on page 16 of 40 of the RFB and to the Price Schedule on page 20 of 40 of the RFB?

*Answer: Testing was combined for both List 1 and List 2. An updated Price Schedule is included on this Addendum 1.*

**Question 9:** Please explain how you arrived at the “Estimated Number of Samples Needed per Contaminant in 2013 (and 2014), page 16 of 40 in the RFB. My count totals 12 List 1 samples and 6 List 2 samples in 2013. In 2014 I count 259 List 1 samples and 118 List 2 samples. This differs from your count.

*Answer: Please refer to answer to question 10.*

**Question 10:** Also in your estimated quantity table on page 16 of 40 you are multiplying List 1 contaminants (21) by “Estimated Number of Samples Needed per Contaminant” to arrive at a year total. There are 21 List 1 EPDS contaminants but also 7 list 1 DSMRT contaminants, are you accounting for the

DSMRT contaminants and if so please show how they are included in the count and year totals for 2013 and 2014?

*Answer: As changes in SAWS distribution system occur, the number of entry points into our distribution system is expected to change. The purposes of the estimated sampling points are to provide the bidding laboratory an estimate of the workload associated with the project. The most important aspect is the pricing per analytical method. The official sampling schedule will be made available to the successful bidder at the time of inception in 2013 and an updated schedule in 2014 and each subsequent year. For the purposes of the bid, please refer to the sample totals found on page 20 of the bid, as is the estimated “worst case scenario.”*

**Question 11:** Under Item 13 “Award of Contract” on page 5, item (a) states SAWS will award to either the lowest bidder or the bidder who provides the best value for SAWS. Later in the document on page 11, item 9. States that award will go to overall lowest responsible bidder who meets the minimum requirements of this bid. Will SAWS award the contract strictly based on the lowest bid? Or will other factors be a consideration?

*Answer: This is low bid and will be awarded to the lowest responsible bidder who meets the minimum requirements set forth by this bid.*

**Question 12:** On Page 11 under Item 11 the contractor is required to submit a final report no later than 14 days after sample receipt. Please clarify if this turnaround time is based on calendar or work days (M-F, except SAWS holidays).

*Answer: 14 days is referenced to calendar days.*

**Question 13:** Is reporting date required when a re-sampling event occurs due to UCMR3 program requirements? In our experience with the UCMR3 program re-sampling is necessary on a small percentage of samples due to matrix interferences and EPA recovery limits. In some cases samples are recollected up to three times (per EPA requirements). Would SAWS consider the resample as separate submissions each with a 14 day turnaround time?

*Answer: Yes. We recognize that resampling may occur and acknowledge that each resampling will be a separate submission.*

**Question 14:** Will SAWS provide an escort to each of the sampling locations to unlock/identify the sampling station?

*Answer: Yes.*

**Question 15:** Will the contracted laboratory have one contact person within SAWS to provide any necessary guidance or we will be working with different contacts for each of the individual systems?

*Answer: One contact person*

**Question 16:** With the National American Water Works Association (AWWA) conference being held next week, assembling all of this information and factoring in the responses to the questions, there may be

limited time to prepare an adequate proposal. Is there a possibility of the due date being extended until after the National AWWA Conference?

*Answer: The deadline for the submission of bids is extended until June 18, 2013 at exactly 3:00 pm.*

**Question 17:** TX0150171 / BMWD – Northwest has the last collection scheduled for August 2015. The pricing table ends June 30, 2015, which would require splitting the pricing table into a 3<sup>rd</sup> table for this last collection assuming that you are basing these tables on fiscal years ending June 30<sup>th</sup>.

*Answer: The fiscal year at SAWS does not coincide with the bidder's fiscal year. The initial contract period is from date of award to June 30, 2015. At SAWS option, the contract may be renewed under the same terms and conditions for three (3) additional one (1) year periods. The quantities for extensions will be based on the 2014 schedule subject to change depending on SAWS needs.*

**Question 18:** 1. How many Entry Point locations and which ones use Chlorine Dioxide in any part of the treatment process?

*Answer: For our large system TX0150018 does not receive any chlorine dioxide treated water (GBRA does not use it). DSP TX0150084 (NE which is CRWA water and does use it) has 5 entry points. DSP TX0150249 (Medina River) does not use it but waiting on verification from plant operator*

**Question 19:** Pg 4 of Appendix 1: PWS 0150145 does not exist in SDWARS as a Large System. Should this be TX0150045 (BMWD – Castle Hills)?

*Answer: YES - TX0150045 is Castle Hills*

### III. Updated Appendix 1

An updated list of SAWS location is attached on this bid document.

### IV. New Price Schedule

The **Updated Price Schedule** is attached on this Addendum 1 **replacing** the Price Schedule on the original bid document sent to you on May 30, 2013. The Updated Price schedule is issued on the next page to clarify the quantities and description of services being asked on this bid. Please provide your best pricing. Quantities provided are only estimates and subject to change depending on SAWS needs.

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

*Addendum 1*

**UPDATED PRICE SCHEDULE**

*Quantities provided are only estimates and are in no way binding to SAWS. These quantities are subject to change depending on SAWS needs.*

**ORIGINAL CONTRACT PERIOD**

A. (2013) Sampling & Analytical Service For the period 07/01/2013 to 06/30/2014					
No.	Description	UOM	Quantity	Unit Price	Extended Price
1	Sampling Service From List 1	each	924	\$	\$
2	Analytical Service From List 1	each	924	\$	\$
3	Sampling Service From List 2	each	42	\$	\$
4	Analytical Service From List 2	each	42	\$	\$
<b>(A) 2013 Total</b>					\$
B. (2014) Sampling & Analytical Service For the period 07/01/2014 to 06/30/2015					
No.	Description	UOM	Quantity	Unit Price	Extended Price
1	Sampling Service From List 1	each	4074	\$	\$
2	Analytical Service From List 1	each	4074	\$	\$
3	Sampling Service From List 2	each	224	\$	\$
4	Analytical Service From List 2	each	224	\$	\$
<b>(B) 2014 Total</b>					\$
<b>GRAND TOTAL ( A + B )</b>					\$

**EXTENSION PERIODS**

Extension 1 - (2015) Sampling & Analytical Service For the period 07/01/2015 to 06/30/2016					
No.	Description	UOM	Quantity	Unit Price	Extended Price
1	Sampling Service From List 1	each	4074	\$	\$
2	Analytical Service From List 1	each	4074	\$	\$
3	Sampling Service From List 2	each	224	\$	\$
4	Analytical Service From List 2	each	224	\$	\$
<b>Extension 1 Total</b>					\$

Extension 2 - (2016) Sampling & Analytical Service For the period 07/01/2016 to 06/30/2017					
No.	Description	UOM	Quantity	Unit Price	Extended Price
1	Sampling Service From List 1	each	4074	\$	\$
2	Analytical Service From List 1	each	4074	\$	\$
3	Sampling Service From List 2	each	224	\$	\$
4	Analytical Service From List 2	each	224	\$	\$
<b>Extension 2 Total</b>					\$

**Extension 3 - (2017) Sampling & Analytical Service**  
For the period 07/01/2016 to 06/30/2018

No.	Description	UOM	Quantity	Unit Price	Extended Price
1	Sampling Service From List 1	each	4074	\$	\$
2	Analytical Service From List 1	each	4074	\$	\$
3	Sampling Service From List 2	each	224	\$	\$
4	Analytical Service From List 2	each	224	\$	\$
<b>Extension 3Total</b>					\$

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