

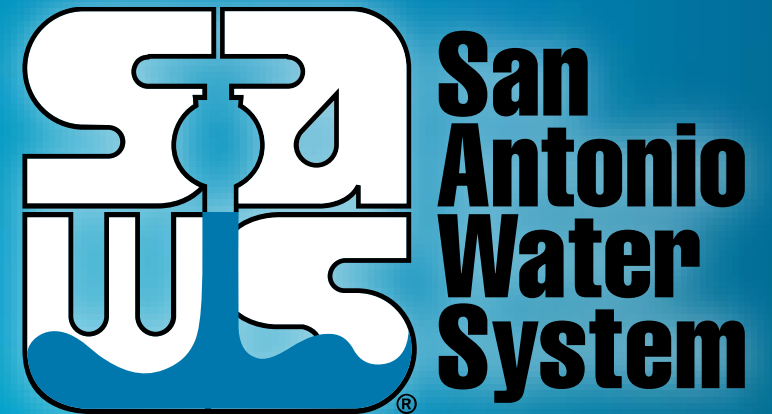
# Irrigation Products and Services from San Antonio Based Companies – WaterSaver Coupon Program

Fred Flores

Contract Administrator

Mark Peterson

Project Coordinator



Non-Mandatory Pre-Submittal  
Conference, October 16, 2018

MAKING SAN ANTONIO  
**WATERFUL**



# Oral Statements

Oral statements or discussion during the pre-submittal conference today will not be binding, nor will it change or affect the terms or conditions within the Specifications of this Project. Changes, if any, will be addressed in writing only via an Addendum.

# Vendor Registration & Notification (VRN)

## Reasons to Register in the VRN

- Receive project notices directly in your email “Inbox”.
- Download specifications and other documents.
- Subscribe to specific projects.
- Receive addendum notifications.

[http://www.saws.org/business\\_center/vendor/register.cfm](http://www.saws.org/business_center/vendor/register.cfm)

# Contract Requirements

## Qualification Criteria

- San Antonio Based companies
- Must hold a current TCEQ Irrigation License
- Completed package submittal

Once approved by SAWS, vendor eligible to participate in coupon packages offered by SAWS.

# Submittal Packet Preparation

- Utilize the Submittal Response Checklist within the Call document
- Respondent Questionnaire
- SMWVB Identification form
- Conflict of Interest Questionnaire
- Completed and signed W-9 (***required to setup vendor in SAWS payment system***)
- Vendor information and Participation Plan

# Submittals & Forms

## Submittals Accepted Today

- Blank Submittal Packets available today
  - Submittal of package does not guarantee package participation
  - SAWS Reserves the right to reject any all submittals
  - Completed packets may be submitted today after the conference.
- If mailing or delivering in person, submittals should be sealed and labeled: **“WaterSaver Coupon Call for Participation Irrigation Products and Services from San Antonio-Based Companies”** and sent to:

San Antonio Water System  
Attn: Contract Administration  
c/o Fred Flores  
Customer Center Building  
2800 U.S. Hwy 281 North, Suite 171  
San Antonio, Texas 78212

# Coupon Packages

- Issued at discretion of SAWS
- Will be offered to all vendors within a category (e.g. Irrigation Products & Services)
- Vendors may accept or decline packages as they are put forward
- Vendors must meet all terms of each package to participate

# Rain Sensor Package: Fall, 2018

- SAWWS will determine a pool of invitees and comparison group
- Selected customers are ONLY ones approved for this coupon package
- SAWWS will send an invitation for a \$150 coupon for installation of an approved rain sensor (Rain Bird WR2-RC; Toro TWRS) by a Participating Vendor (signed agreement with SAWWS)
- SAWWS is not setting price vendors charge



# Using Coupons: Customer Next Steps

- Customer receives electronic coupon on mobile device
- Electronic coupon lists all participating vendors
- Customer chooses & contacts Participating Vendor for installation.
- Participating Vendor installs approved rain sensor...and sets rain delay...
- Participating Vendor validates coupon on mobile device with their assigned code

# Vendor Requirements; for Fall Rain Sensor Package

- Sign agreement with SAWS before COB Tuesday, October 23
- Review package specifications to ensure compliance
- After Customer Selects Vendor:
  - Install only specified rain sensor options to required settings
  - Obtain from customer: waiver of damage, name, address (on form provided)
  - Preparing invoices for SAWS:
    - Valid Invoice Requirements: Word “Invoice,” Invoice number, Date
    - Paperwork attached: waiver of damages (to get paid this is key!)
    - Name, Address, Product Name, Date Installed, Charge to Customer

# Getting Reimbursed

- Bill each month.
- Tentative deadline for installation December 7, 2018.
- Tentative deadline for invoice is December 21, 2018
- After invoice is submitted, the check is paid 4-6 weeks later.
- As always, call me if not received...

# Contact Information

| <u>Contact Name</u> | <u>Title</u>           | <u>Telephone Number</u> | <u>Email address</u>   |
|---------------------|------------------------|-------------------------|--|
| Fred Flores         | Contract Administrator | 210-233-3404            | <a href="mailto:Fred.Flores@saws.org">Fred.Flores@saws.org</a>     |
| Mark Peterson       | Project Coordinator    | 210-233-3081            | <a href="mailto:Mark.Peterson@saws.org">Mark.Peterson@saws.org</a> |

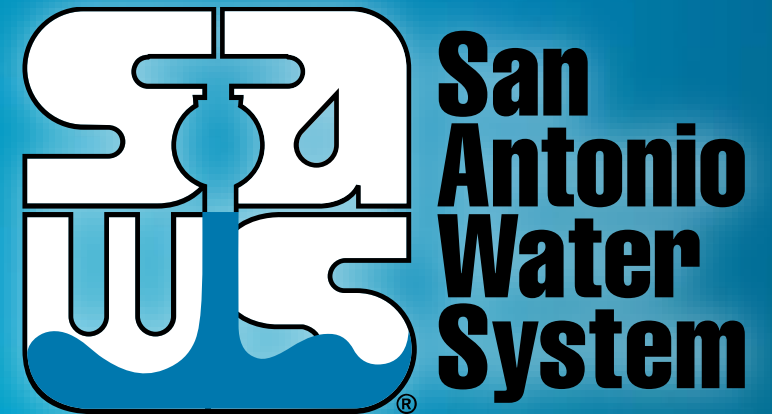
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