
SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT

Issued By: Gina Cappa
BID NO.: 20-1022

Date Issued: February 10, 2020

FORMAL INVITATION FOR BEST VALUE BID (BVB)
FOR THE ANNUAL CONTRACT FOR TELECOMMUNICATION CARRIER BILLING
AUDIT & RECONCILIATION SERVICES
ADDENDUM 1

Sealed bids, one (1) Original and seven (7) copies, addressed to the Purchasing Department, San Antonio Water System, 2800 US Hwy 281 North, Administration Bldg., 5th Floor, San Antonio, TX 78212 will be received until **3:00 PM (CT), February 21, 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.

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.

***** This **Addendum 1** is issued for Bid 20-1022 to do the following:

- 1. Provide questions and responses.**

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

QUESTIONS AND RESPONSES

- 1. Can SAWS provide the spend in scope by carrier?**

Response: The estimated annual expenditures are as follows:

ATT	\$256,533
DIR	\$111,941
Spectrum	\$28,438
Verizon	\$359,256

- 2. In what forms are the invoices delivered, i.e. carrier web portal access vs. paper invoices?**

Response: Both forms (web portal and paper) of invoices are presented for the various carriers we do business with.

- 3. Is the SAWS looking for a detailed circuit inventory as a deliverable of this RFP?**

Response: No.

- 4. Is the SAWS looking for the selected firm to perform on-site physical inspections of some or all sites as a deliverable of this RFP?**

Response: No.

- 5. Does the work need to be done on-site or can it be performed remotely?**

Response: This work shall be performed remotely.

- 6. Do you anticipate extending the bid due date?**

Response: No, not at this time.

- 7. What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?**

Response: There aren't any additional details. The bids will be evaluated based on the Evaluation Criteria defined in the bid under **6. Evaluation Process**, starting on page 14 of 45.

- 8. Was this bid posted to the nationwide free bid notification website at www.mygovwatch.com?**

Response: No.

- 9. Other than your own website, where was this bid posted?**

Response: In addition to our SAWS website the bid was advertised in the Hart Beat Newspaper and on the following website: <https://network.demandstar.com/>.

10. In efforts to help price our services for the Telecom billing Audit RFP, we need to know the estimated annual telecom spend. Can this be provided?

Response: See response to question number 1.

11. Can you tell us what the annual dollar volume of invoices would be? A breakdown by carrier would also be helpful.

Response: See response to question number 1.

12. How many different invoices monthly?

Response: The average is approximately 20 invoices per month.

13. How many wireless devices are City-owned?

Response: Approximately 1,100 devices.

14. Are there any BYOD classed wireless devices?

Response: Not at this time.

15. This appears to be a yearly contract, would we be able to find out who was the incumbent on the last two year's contracts?

Response: CACC INC is the incumbent vendor.

End of Addendum 1