
SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT

Issued By: Karen Guerrero
BID NO.: 13-0625

Date Issued: March 14, 2013

**FORMAL INVITATION FOR BEST VALUE BIDS (BVB)
FOR GENERATOR MAINTENANCE
SERVICE, REPAIR AND PARTS
ADDENDUM 2**

Sealed bids, one (1) Original and seven (7) copies, addressed to the Purchasing Manager, San Antonio Water System, 2800 US Hwy 281 North, Administration Bldg., 5th Floor, P.O. Box 2449, San Antonio, TX 78298-2449 will be received until **3:00 p.m., March 22, 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: _____

THIS ADDEDUM MUST BE SIGNED AND RETURNED WITH YOUR BID RESPONSE.

1. In reference to page 18 under the PM-3 Cooling System. Can you clarify how the coolant flush will need to be completed? Can the system be flushed with water or will it need to be flushed with chemicals?

Response: Operation needs to be performed as recommended by the manufacturer.

2. Page 33 requires that we provide SAWS with a Prime Contractor Data Form and a Background Screening Letter. I don't see an example or an actual copy of the forms to be used for either of the aforementioned attached to the bid. I need to confirm whether or not we can comply with SAWS background check requirements. Can you send me an example or a copy of the letter or confirm what the contents of those items would be?

Response: The awarded contractor is responsible for obtaining the background screening for each employee who will be receiving a SAWS Contractor Badge. The awarded contractor must complete a background screening with the company's letter head, and signed by an authorized signature authority. Employees with derogatory information are not allowed to receive SAWS Contractor Badges. Subcontractors are subject to the same procedure as the prime contractor. See attached sample forms. The Prime Contractor Data Form starts on page 39-42.

3. Under Part 2 – Direct Drive Units Engine and Drive Maintenance. What is a Direct Dive Unit?

Response: A direct drive unit is one that takes the power coming from a motor without any reductions (such as a gearbox).

SAN ANTONIO WATER SYSTEM
PRIME CONTRACTOR DATA FORM



DATE _____	SAWS PROJECT MANAGER _____
	SAWS PHONE EXTENSION _____
	SAWS PROJECT # _____
	SAWS PROJECT NAME _____
	SAWS WORK LOCATION _____
	WORK SITE PHYSICAL ADDRESS _____
	PRIME CONTRACTOR'S EMAIL _____

PRIME CONTRACTOR

CONTRACT DATES **START:** _____ **END:** _____

PRIME CONTRACT COMPANY NAME: _____

ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

TELEPHONE _____

PRIME CONTRACT PROJECT SUPERINTENDENT/SUPERVISOR

LAST NAME _____ **FIRST NAME** _____ **MI** _____

HOME ADDRESS _____

DATE OF BIRTH _____

DRIVER'S LICENSE# / ID # _____ **STATE** _____

VEHICLE MAKE _____

VEHICLE MODEL _____

VEHICLE YEAR _____

LICENSE PLATE # _____

STATE _____

EMPLOYEE AND SUBCONTRACTORS ONLY

Company name, logo and address (on their Company Letterhead)

Date _____

San Antonio Water System
2800 US Highway 281 North
San Antonio, TX 78212

ATTN: _____ (Project Manager)

RE: _____

(Contract location, SAWS Contract Number)

Sir/Madam,

As requested, this letter shall serve as notice that _____

(Company Name), has
conducted pre-employment background screening on all personnel assigned to this
SAWS project/contract and no derogatory information was indicated. The attached sheet
indicates which employees received background screening for this project. The
undersigned certifies that he/she is a duly authorized officer of this company who
has signatory authority for this type of correspondence on behalf of his/her company.

Sincerely,

Company name

Printed Name and Signature

1 Attachment

Attachment One: List of employees who have received background screening with no derogatory information.

SAWS Project Number _____

Company Name _____

List of Employee's first, middle initial, and last names:

Date: _____