



**Steven M. Clouse WRC Digester Mixing and System Enhancements Phase 3 Rebid  
Solicitation Number: CO-00581  
Job No.: 20-6501**

**ADDENDUM 3  
November 4, 2022**

To Bidder of Record:

This addendum, applicable to work referenced above, is an amendment to the bid proposal, plans and specifications and as such will be a part of and included in the Contract Documents. Acknowledge receipt of this addendum by entering the Addendum number and issue date on the space provided in submitted copies of the bid proposal.

**CHANGES TO THE SPECIFICATIONS**

1. Remove paragraph five (7) through eight (9) from the Invitation to Bidder, Page IV-1, and replace with the following:

Due to the COVID-19 emergency and to protect the health of the public, SAWS is implementing new procedures for the submission of proposals. Proposals will be received electronically only, until 10:00 AM (CST), **December 8, 2022**. Electronic proposals will be received via the secure SAWS FTP site. See the Electronic Proposal Opening Instructions attachment for additional information regarding an electronic proposal submittal. Electronic proposals shall be accompanied by a bid bond in an amount not less than five percent of the total proposal price. (Or, if providing SAWS with a cashier's check or certified check in an amount not less than five percent of the total proposal price, SAWS will request this within 24 hours from the Respondent who did not submit a bid bond). Proposals will then be publicly opened and read aloud by Contract Administration via WebEx.

**<https://saws.webex.com>  
Audio Connection: (210) 233-2090  
Meeting Number: 2499 097 7921  
Password: CO-00581**

Respondents will need to submit a request by **December 7, 2022** at 10:00 AM (CST) to receive access to the File Transfer Protocol (FTP) site via email to [Stella.Manzello@saws.org](mailto:Stella.Manzello@saws.org). Respondent's email requesting access to the FTP site shall provide the legal name of Respondent's company and the intended recipient's email address and phone number. No requests for FTP site access will be accepted after **December 7, 2022** at 10:00 AM (CST).

2. Remove the Electronic Proposal Opening Instructions in its entirety and replace with the revised version attached to this Addendum.

**CLARIFICATIONS**

1. Proposal Deadline has been extended to **December 8, 2022 at 10:00 AM**

**END OF ADDENDUM**

This Addendum is two (2) page(s) in its entirety.



STEVEN M. CLOUSE WRC DIGESTER MIXING AND SYSTEM  
ENHANCEMENTS PHASE 3  
Solicitation Number: CO-00581

**ELECTRONIC PROPOSAL OPENING INSTRUCTIONS**  
**December 8, 2022 at 10:00 AM (CST)**

**FTP PROPOSAL UPLOAD**

In order to receive **electronic proposals** for this RFCSP, SAWS will utilize a SAWS secured File Transfer Protocol (FTP) site. Only Respondents submitting as Prime Contractors will need to submit their request prior to **December 7, 2022 by 10:00 AM (CST)** to receive access to the FTP site via email to [Stella.Manzello@saws.org](mailto:Stella.Manzello@saws.org). Respondent's email shall provide the legal name of the Respondent's company and the intended recipient's email address and phone number. No requests for FTP site access will be accepted after **December 7, 2022 by 10:00 AM (CST)**. Once a Respondent is approved for access, an email with a hyperlink to the FTP site and a unique password for the Respondent will be provided to the Respondent's email recipient.

Once access is received, Respondents may upload the required documents per the revised Respondent's Proposal Checklist any time before **December 8, 2022 at 10:00 AM (CST)**. **Please ensure to allow sufficient time should Respondents experience technical difficulties in uploading the required documents. No changes to the proposal price can be made once the proposal has been submitted.**

**Respondents shall comply with the following:**

- 1) Limit files to three (3) pdf files that includes all items as indicated on the Respondent's Proposal Checklist. ONLY 3 SUBMITTALS PER RESPONDENT WILL BE ACCEPTED PER REQUEST. Do not upload zip files.
- 2) Ensure that the itemized General Price Proposal Items is the first page(s) of File 1.
- 3) Respondents may protect the documents from editing by adding a password. **However, the document must be accessible for viewing by SAWS without requiring a password.**
- 4) Files shall be titled as required on the Respondent's Proposal Checklist.
- 5) DO NOT SHARE ACCESS AND/OR PASSWORD WITH OTHER PARTIES OUTSIDE YOUR COMPANY.
- 6) ENSURE THE PROPOSAL IS SENT NO LATER THAN THE DUE DATE AND TIME. PROPOSALS SUBMITTED AFTER THE PROPOSAL OPENING DEADLINE WILL NOT BE ACCEPTED.

If Respondent is in need of help, they may contact the SAWS Contract Administrator, Stella Manzello, at **210-233-3854** or view troubleshooting tips at <http://www.Serv-U.com/sharefiles>

**WEBEX PROPOSAL OPENING MEETING**

WebEx meeting details are below, if Respondent would like to view the public opening of the price proposals.

When it's time, start or join the WebEx meeting from:

<https://saws.webex.com>

*Access Information*

Meeting Number: 2499 097 7921

Meeting Password: CO-00581

Audio Connection: (210) 233-2090

*Stella Manzello*

Contract Administrator

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Email | [Stella.Manzello@saws.org](mailto:Stella.Manzello@saws.org)