

SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT

Issued By: **D. Anthony Rubin**
BID NO.: 19-7033

Date Issued: May 24, 2019

**FORMAL INVITATION FOR BIDS
ANNUAL CONTRACT FOR HIGH SERVICE PUMPS REPAIR, MACHINING,
AND TECHNICAL/FIELD SUPPORT SERVICES
ADDENDUM NO. 1**

Sealed bids addressed to the Purchasing Director, San Antonio Water System, 2800 US Hwy 281 North, Administration Bldg., 5th Floor, San Antonio, TX 78212 will be received until **3:00 p.m., May 30, 2019** 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.

**(Contractor's Insurance Requirements Attached)
(Bid Bond, Performance Bond & Payment Bond Required)**

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: _____

To report suspected ethics violations impacting the San Antonio Water System, please call 1-800-687-1918.

This **Addendum no. 1** is being issued to provide responses to the following question submitted for Bid no. 19-7033. The bid submission and minimum requirement is included for formatting purposes.

Question submitted for High Service Pump Repairs Bid no. 19-7033:

1. What are these pumps used for? Answer:
 1. Potable water and non-potable water
 2. Horizontal and Vertical pumps

2. What type of facilities and how to you remove and re-install them? Answer:
 1. Potable and recycle water pump facilities. Various departments will be utilizing the contract for repairs (Production, Treatment, H2Oaks, Dos Rios, Medio, Leon Creek).
 2. The pump assembly or rotating element will be removed by SAWS staff.
 3. The pump or rotating element is re-installed by SAWS staff and laser aligned. The pump is not placed back in service until a SAWS Maintenance and Reliability team verifies alignment and vibration testing. All alignment and vibration readings are documented and filed.

3. At the mandatory pre-bid it was discussed that the contractor does not have to have full machine shop capabilities, how can a shop control the quality of the work if another company is performing the work? Answer:
 1. A one-page summary list of machinists available along with their work experience, capabilities, and any certifications held required. Along with documentation, stating the length of time employed with company.
 2. Bidders responsibility for quality assurance.

4. **STANDARD REQUIREMENTS:** 1. Prospective bidders must prove beyond any doubt to SAWS Purchasing Department that they are duly qualified, capable, bondable, etc. to fulfill and abide by the specifications herein listed. **Question: With vendors previously having the Contract do we have to requalify? Answer:**
 1. YES

5. **SPECIAL REQUIREMENTS:** 1. Capabilities and Experience. a. The Contractors shall have full machine shop capabilities that include drilling machinery, milling machinery, boring machinery, welding, grinding, and pressing equipment to repair pump parts such as shafts, flanges, impellers, bowls, etc. Contractors must be able to provide competitive pricing for new pumps to compare to repair cost. SAWS reserve the right to perform an on-site visit to the Contractor's repair facilities prior to Contractor selection. **Question: At the mandatory pre-bid it was discussed that the contractor does not have to have full machine shop capabilities, how can a shop control the quality of the work if another company is performing the work?**
 1. A one-page summary list of machinists available along with their work experience, capabilities, and any certifications held required. Along with documentation, stating the length of time employed with company.
 2. Bidders responsibility for quality assurance.

6. b. Contractors shall have the ability to perform balancing on impellers up to 36-inches in diameter and in-house professional coating capabilities. SAWS will obtain competitive pricing for new pumps to compare to repair cost. **Question: Was this discussed at the pre-bid? Most distributors have a specialty company perform the coating capabilities.**
 1. Coating can be done by specialty company.
 2. Bidders responsibility for quality assurance.

7. e. Contractors must demonstrate their capability, and experience, repairing, and performing fabrication and machining work associated with centrifugal water pumps up to 2,000 HP. **Contractors shall include, with their bid,** information that will demonstrate the ability to perform required work as outlined in this bid document. **Question: With vendors previously having the Contract do we have to requalify?**
1. YES
8. Will SAWS exclude the Machine Shop requirement? Answer:
1. YES
9. Can the Machine Shop work be sub-contracted? Answer:
1. YES
10. What is the maximum markup allowable? Answer: **The maximum markup allowed is 20%.**
11. How many pumps per month and over the contract period does SAWS anticipate sending to the awarded company for TIR? Answer:
1. 0 to 5 but could be more based on unexpected pump failures.
12. Will SAWS negotiate terms and conditions during the award process or are the terms as laid out in the bid documents final? Answer: **The terms and conditions are laid out in the bid document. The successful bidder will be required to sign the standard SAWS service agreement. A sample will be posted on the website.**
13. **ACCEPTANCE BY SAWS:** "SAWS shall have a reasonable time (but not less than 30 calendar days) after receipt to inspect the goods and services tendered by vendor. SAWS at its option may reject all or any portion of such goods or services which do not, in SAWS sole discretion, comply in every respect with all terms and conditions of the contract. SAWS may elect to reject the entire goods and services tendered even if only a portion thereof is nonconforming. If SAWS elect to accept nonconforming goods and services, SAWS, in addition to its other remedies, shall be entitled to deduct a reasonable amount from the price thereof to compensate SAWS for the nonconforming. Any acceptance by SAWS, even if non-conditional, shall not be deemed a waiver or settlement of any defect in such goods and services." **Question: Would SAWS consider acceptance in 5 days? Answer: 1. NO**
14. 11. List of 5 contracts, similar in scope (type of work, size and cost of contract), over the past 5 years including sizes of largest pumps repaired under such contract, total contract amount; and name, address and phone number of contact reference. **Question: With vendors previously having the Contract do we have to requalify?**
1. YES
15. 1v. A one-page summary list of machinists available along with their work experience, capabilities, and any certifications held. Along with documentation, stating the length of time employed with company. **Question: It was previously stated that companies can use outside sources is this required?**
1. YES
16. A **(1) year 365-day warranty period** from the date that SAWS accepted return shipment shall be provided for all replaced or repaired parts including original equipment manufacturer (OEM) or remanufactured parts. If a pump must be returned to the Contractor while under warranty, the warranty period shall be extended by the same number of days the pump is in the Contractor's shop for repairs. Contractor shall be responsible for the delivery, and all associated delivery costs, of all components, parts, and pumps to the Contractor's shop for warranty repairs. The Contractor shall indicate probable failure modes in the TIR and Final Repair reports and be responsible for the delivery, and all associated delivery costs, of all components, alignment, parts, and pumps to SAWS. **Question: When the contractor has no control over the installation, how can be responsible for pumps not installed correctly?**

1. Installation can be witnessed by contractor. SAWS will not delay installation for scheduling availability.

2. The pump or rotating element is re-installed by SAWS staff and laser aligned. The pump is not placed back in service until a SAWS Maintenance and Reliability team verifies alignment and vibration testing. All alignment and vibration readings are documented and filed.

17. Worn or damaged seals shall be replaced with same type material and to original clearances, unless otherwise specified by SAWS. Mechanical seals and stuffing boxes shall be repaired or fabricated to the original design with same type material and to original clearances unless otherwise specified by SAWS. **Question: During the course of the contract SAWS has specified John Crane seals in place of other brands This has been an exception to the above statement?**

1. Unless otherwise specified by SAWS.

2. Contractor is not allowed to replace seals or stuffing boxes not pre-approved by SAWS.

18. 5. Contractor shall provide estimates for pump repairs and/or specialty work items within 5 working days. Repairs or specialty work shall be completed within 10-15 working days after receipt of SAWS authorization of the work.

6. Contractor shall provide projected completion and delivery dates with each repair estimate. SAWS understands that availability of parts from manufacturers may affect delivery times, and acknowledges there may be times when the 10-to-15 work days turn around requirement cannot be met. In such cases the Contractor shall provide the best possible estimate for parts availability with the repair estimate and delivery dates may then be negotiated accordingly, to a mutually agreeable date between SAWS and the Contractor. **Question: 1. Consideration should be made if SAWS delivers a large quantity of pumps at one time or over two or three days. 2. Also, in the event a pump is marked expediate this will place the Receiving and TIR ahead of the other pumps possibly delaying the reports. 3. If a seal is required on a repaired pump and it varies from the original can an allowance be made for this?**

1. NO

2. NO

3. NO

1. BID SUBMISSION AND MINIMUM REQUIREMENTS

Bidders must submit one (1) complete original bid (marked as "Original") and two (2) complete copies (marked as "Copy") placed in a sealed package. Original bid must be signed by a representative that is authorized to contractually bind the Bidder. The bid proposal shall include all of the following required documentation with each section tabbed in the order indicated below. Failure to submit any of the required documentation, or to meet specified minimum requirements, may be cause for SAWS to declare the bid/contractor non-responsive and to reject the bid. SAWS reserves the right to verify all information provided.

Tab	Description	Required Documentation
1	Bid Package and Addendums	<ul style="list-style-type: none">Bidder must complete, sign and submit the entire bid proposal document.Bidder shall submit all Addendums issued for this Bid, if any. Addendums will be posted on the SAWS Website: http://www.saws.org/business_center/procbids/. It is Bidder's responsibility to review this site and ascertain whether Addendums have been issued prior to submission of a bid proposal. Bidder shall sign all Addendums and submit them with their bid proposal.
2	Experience and Equipment	<ul style="list-style-type: none">Brief description of the Bidder's organization, including years of experience in the water and wastewater field, with specific knowledge of pump repairs.A list of personnelA list of all specialized equipment available by the firm.
3	References	A minimum of five (5) customer references within the last three (3) years for which the Bidder has performed similar work to that required by this solicitation. With each reference submitted, Bidder shall provide date of service, a brief description of

		similar services performed as a contractor and name of the individual in receipt of the services, with contact information, telephone number, and email address if available. SAWS reserves the right to contact references. -Verify any reference information submitted
4	Price Schedules	Bidder shall provide a completed Price Schedule for all items on the Pricing page. Bidders submitting Price Schedules with missing prices shall be deemed as non-responsive and will not be considered for award.
5	SMWBE Program Compliance	Complete, sign and submit the Good Faith Effort Plan to demonstrate compliance with the Small, Minority and Woman-Owned Business Program.
6	Proof of Insurance	Submit proof of possessing the required insurance. Pages 33-39
7	Bid Bond	Each bid must be accompanied by a cashier's check, certified check, or bid bond in an amount not less than five percent of the total bid price.
8	Performance Bond Pg 46	A Performance Bond of \$100,000.00 will be required from the successful bidder for the initial contract period. The Performance Bond will be required for the length of the contract to include the execution of each extension period. Bidders must provide a letter with bid from Bonding Company stating that in the event of award, bidder will be able to provide the requested Performance Bond. Sample bond forms are attached. Bonds submitted must meet the requirements as specified in these samples.
9.	Payment Bond Pg 47	A Payment Bond of \$50,000.00 is required from the successful bidder for those Contractors which sub-contracting any of the services identified in this contract. The Payment Bond will be required for the length of the contract to include the execution of each extension period. Bidders must provide a letter with bid from Bonding Company stating that in the event of award, bidder will be able to provide the requested Payment Bond. Sample bond forms are attached. Bonds submitted must meet the requirements as specified in these samples.

IT IS NOT NECESSARY TO RETURN THIS ADDENDUM WITH THE ORIGINAL BID DOCUMENTS.