

SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT

Issued By: **D. Anthony Rubin**
BID NO.: **19-19093**

Date Issued: **July 31, 2019**

FORMAL INVITATION FOR BIDS
SANITARY SEWER CONDITION MONITORING PROGRAM CLEANING AND
INSPECTION OF COLLECTION SYSTEM SMALL ASSETS, PACKAGE 2
CONSENT DECREE RELATED
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., August 8, 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 question submitted for bid no. 19-19093.

Question submitted for Bid no. 19-19093 for SSO Cleaning and Inspection Condition Monitoring Program for Small Assets

1. Could you provide an example, screenshots, or process for documenting in the infor-asset tracking system?

Answer: See the attached *Contractor “Infor 83” Training* manual. Note that this manual does not include screen shots of all the software modules and consequently doesn’t illustrate all the data entry requirements. SAWS will provide training to the Vendor on the use of the software application.

2. Without being able to “aggressively clean” and the perceived condition of the pipes, it may be difficult to CCTV everything to ALL NASSCO standards. In areas where lines may fall just out of normal NASSCO guidelines for CCTV, even after cleaning, will inspections still be completed, paid for, and counted towards overall footage.

Answer: Acceptance of sewer cleaning work is subject to successful completion of internal inspection confirming that the pipe cross sectional area is free from foreign materials at all points along the pipe’s length, or otherwise subject to the discretion of the SAWS Project Representative. The Vendor shall televise all gravity mains as part of its quality control measure to ensure that the entire pipe’s cross section is clear of foreign materials. If a review of the CCTV line inspection data reveals that the line segment was not cleaned in accordance with the specifications, the cleaning operation for that line segment shall be rejected and the line segment will be re-cleaned and re-inspected at the Vendor’s expense. The Vendor shall rely on its experience to exercise good judgement when deploying means and methods to clean the pipes without damaging them. For the purpose of assisting the Vendor in such judgment decisions, prior CCTV video will be made available to the Vendor by SAWS upon request by the Vendor. It should be acknowledged that the specifications are not inclusive of every possible situation that may be encountered by the Vendor; therefore, it is appropriate to discuss such hypothetical situations during the pre-work meeting in order to gage the expectations of the SAWS Project Representative.

3. How much lead time will be afforded when low voltage conductivity inspections work orders are issued to when needed to be completed?

Answer: The Vendor agrees to start low voltage conductivity testing inspection work within 21 calendar days after each work order is issued by SAWS. All low voltage conductivity testing inspection work shall be produced at a minimum average daily rate of 2,000 LF of pipeline per calendar day, regardless of the size, type or condition of the pipe. The Vendor shall review each scan to determine if adequate water levels, electric current, and complete uploads were made from the field, and the data shall be finalized within 48 hours of scanning. Within 21 calendar days after completion of the physical inspection of all the mains in the work order, the Vendor shall process the data and produce the deliverables. The deliverables produced as a result of the low voltage conductivity testing inspections shall be submitted with the next scheduled invoice.

4. Will line reports from any NASSCO certified software be permitted as long as the database matches SAWS specs?

Answer: Yes.

IT IS NOT NECESSARY TO RETURN THIS ADDENDUM TOGETHER WITH YOUR BID

Attachment 1:

CONTRACTOR “INFOR 83” TRAINING

New Hansen (Infor83) processing starts here

The screenshot shows a Windows Internet Explorer browser window displaying the Infor Public Sector-HQ-HANPROD-05 application. The browser's address bar shows the URL `http://hanprod/hansen/`. The application's navigation menu includes 'Asset Management', 'Work Management', 'Customer Service', 'Resources', and 'System'. The user is logged in as 'bcarter (WILLIAM A. CARTER)'. Below the navigation menu is a 'My Infor' section with several icons. Three callout boxes with orange borders are positioned to the right of the interface. A red arrow points from the top callout box to the 'Asset Management' menu item. A green arrow points from the middle callout box to the 'Work Management' menu item. The bottom callout box contains explanatory text.

Processing Inspection Orders starts here

Processing Work Orders starts here

By clicking on the "Drop-Down" arrow you will select the direction of your processing

(page 1)

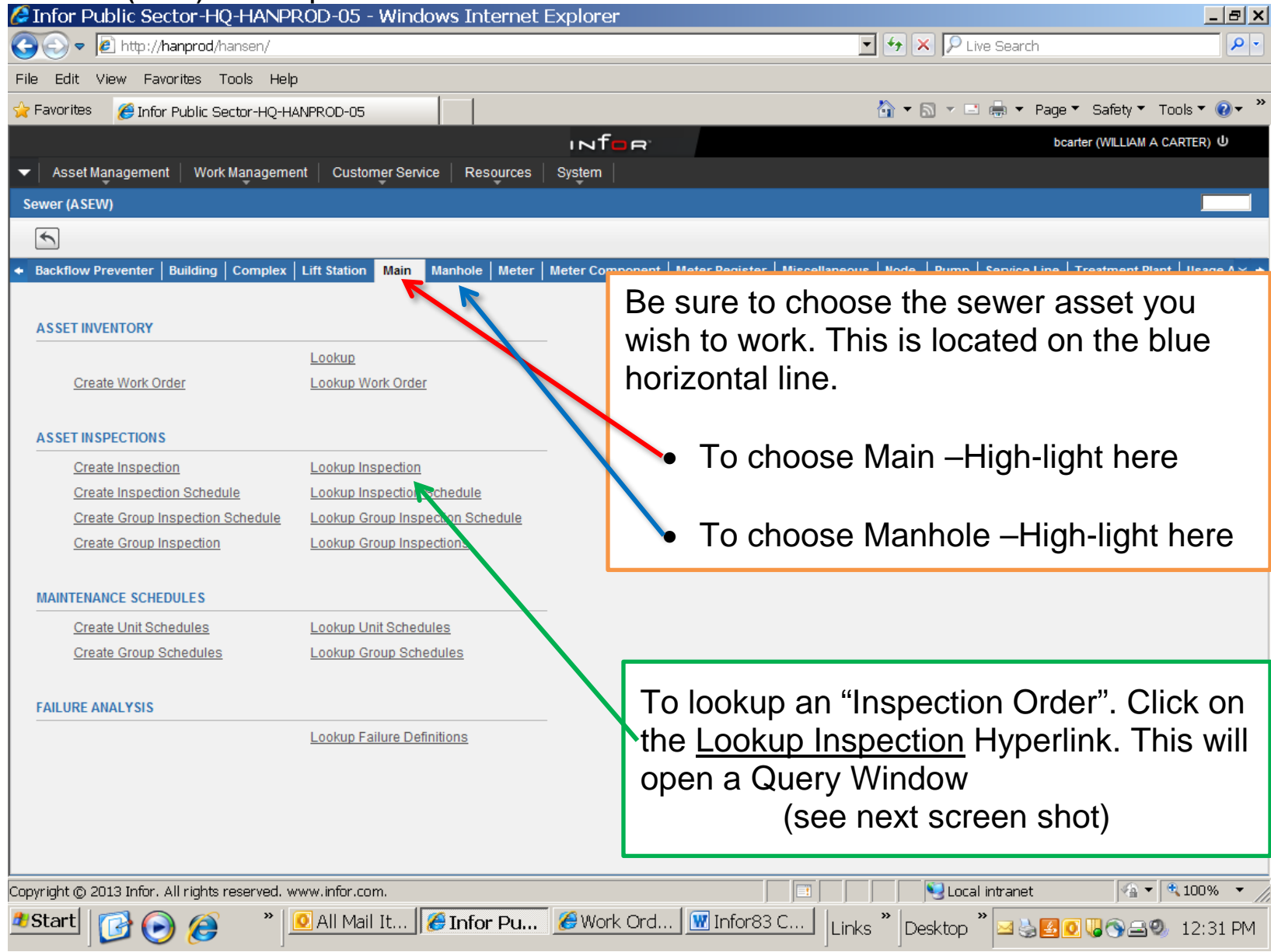
Choose the processing direction desired by high-lighting and clicking in the "pop-up" windows as shown below.

The screenshot shows a web browser window titled "Infor Public Sector-HQ-HANPROD-05 - Windows Internet Explorer". The address bar shows "http://hanprod/hansen/". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The Infor application header features the "INFOR" logo and the user name "bcarter (WILLIAM A. CARTER)". A navigation menu is open, showing "Asset Management" selected. Under "Asset Management", a sub-menu is visible with options: "Assets", "Asset Browser", "Asset Grouping", "Maintenance", and "Inspection Cost Viewer". The "Assets" option is highlighted, and a further sub-menu is shown with "Fleet", "Plant", "Sewer", and "Water". A red arrow points from the "Drop-Down" arrow in the "Asset Management" menu to the "Assets" option. A blue arrow points from the "Assets" option to the "Sewer" option. A light blue arrow points from the "Sewer" option to the text box. The text box contains the following instructions:

“Drop-Down” Arrow in the Asset Management reveals Assets, then follow the side arrow over to Asset choices . High-light Sewer and click on here.

The browser's status bar at the bottom shows the URL "http://hanprod/hansen/Menu.aspx?showmenu=true#", the "Local intranet" security zone, and a zoom level of "100%". The Windows taskbar at the very bottom includes the Start button, several open application windows (All Mail It..., Infor Pu..., Work Ord..., Infor83 C...), and the system tray showing the time as "12:26 PM".

The "Sewer (ASEW) window opens as shown below



Be sure to choose the sewer asset you wish to work. This is located on the blue horizontal line.

- To choose Main –High-light here
- To choose Manhole –High-light here

To lookup an "Inspection Order". Click on the Lookup Inspection Hyperlink. This will open a Query Window (see next screen shot)

Infor Public Sector-HQ-HANPROD-05 - Windows Internet Explorer

http://hanprod/hansen/

File Edit View Favorites Tools Help

Asset Management Work Management Customer Service Resources System

Sewer Main Inspection Lookup

Inspection # Assigned To Asset Group

Sewer Main From To #

Responsibility Inspection Type

Assigned To Due From // To //

Priority Reference # Completed? No

Problem Project Source

Initiated Both From // To //

Scheduled Both From // To //

Started Both From // To //

Completed Both From // To //

Inspection Lookup Results

Inspection Number	Inspection Type	Asset
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Contains commands for working with the selected items.

Start | All Mail It... | Infor Pu... | Work Ord... | Infor83 C... | Links | Desktop | 12:57 PM

You can query the Inspection order by either

- Inspection Order Number
- Asset Number (i.e. 95263 > 83323)

After you enter the appropriate criteria, click on Search (the magnifying glass in the shaded tool ribbon area at the upper left

The screenshot shows the Infor Public Sector software interface. At the top, the browser address bar displays 'http://hanprod/hansen/'. The main navigation bar includes 'Asset Management', 'Work Management', 'Customer Service', 'Resources', and 'System'. The current page is titled 'Sewer Main Inspection Lookup'. Below the title bar is a tool ribbon with a search icon (magnifying glass) highlighted by a red arrow. The search criteria form includes fields for 'Inspection #' (239222), 'Assigned To', 'Asset Group', 'Sewer Main', 'Inspection Type', 'Due From', 'To', 'Reference #', 'Completed?' (Yes), 'Project', and 'Source'. Below the form is a table titled 'Inspection Lookup Results (1 records)'. The table has columns for 'Inspection Number', 'Inspection Type', 'Asset', 'Address Qualifier', 'Scheduled Time', 'Start Date', and 'Completed Time'. The first row shows '239222' as a hyperlink, 'INV CLNG' as the inspection type, and 'Sewer Manhole 95263 Sewer Manhole 83323 1' as the asset. A red arrow points to the '239222' hyperlink. A text box with an orange border contains the following text: 'After you click on the Search –(Magnifying Glass) The Query “Inspection Lookup Results will appear . There the Inspection order number will appear as a Hyperlink . Click on this Hyperlink to open the Inspection Order for updating.'

Inspection Number	Inspection Type	Asset	Address Qualifier	Scheduled Time	Start Date	Completed Time
239222	INV CLNG	Sewer Manhole 95263 Sewer Manhole 83323 1	5938 SPRING CLUSTER / B...		9/12/2013 13:16	9/12/2013 13:16

Inspection InfoViewer - Windows Internet Explorer

Inspection InfoViewer

Inspection # 239222

Inspection Type: INV CLNG
Sewer Main From: Sewer Manhole 95263
Inspection Length: 400.0000 Feet
Inspection Width: 8.0000 Inches
Spill: No
Water Used: 800
Water Source: SAWS

Location

Street #	Pre Dir	Street Name	Suffix	Post Dir	Subdesignation	Main Length
05938		SPRING CLUSTER				400.0000
		SPRING CORNER				Main Size: 8.0000
		SPRING BLF				Installed: 9/23/1983
City, State, ZIP: SAN ANTONIO TX 78247						Main Type: GRAVITY

Information Associations Resource Usage Schedules Attachments Comments CleaningObservations

Inspection Information

Start Date	9/12/2013 13:16	Assigned To	12000210	EMILIO RODRIGUEZ	Group Inspection		Project	
Scheduled Date	//	Responsibility	DCCOLL	Problem		Reason		Source
Completed Date	9/12/2013 13:16	TV Required	---	<input type="checkbox"/> Heavy Cleaning Required		Proofer Used?	No	Reference #
Completed By	12000210	TV Inspection #		<input type="checkbox"/> Stoppage				
Expire Date	//	Work Order #		<input type="checkbox"/> Spill	<input checked="" type="checkbox"/> Complete?	<input type="checkbox"/> Hold	<input type="checkbox"/> Backup (IH)	
Due Date	9/19/2013	Service Req #		Nozzle Type 1: Grenade	Nozzle Type 2:	Nozzle Type 3:		

Indexes (5 records)

Index Type	Index
Ranking	10
Cleaned	5
Debris	5
Grease	0
Roots	0

Start | Inbox - M... | Infor Publ... | Infor83 C... | Inspecti... | Links | Desktop | 2:32 PM

Click on the "pencil" icon in the tool ribbon to open fields for updating

Check blue ribbon area to access the information category desired. Click on one at a time and enter that specific information, (each window has a different look...)

Inspection InfoViewer - Windows Internet Explorer

Inspection # 239222 Update - Shortcut('Ctrl+E')

Inspection Type INV CLNG Budget Number 5029300-511740-1000

Sewer Main From * Sewer Manhole * 95263 To * Sewer Manhole * 83323 # 1

Inspection Length 400.0000 Feet Spill No

Inspection Width 8.0000 Inches Water Used 800 Water Source SAWS

Location

Street 05938 Pre Dir SPRING CLUSTER Suffix Post Dir Subdesignation

Cross Street SPRING CORNER

Cross Street SPRING BLF

City, State, ZIP SAN ANTONIO TX 78247

Main Length 400.0000

Main Size 8.0000

Installed 9/23/1983

Main Type GRAVITY

Information Associations Resource Usage Schedules Attachments Comments CleaningObservations

Cleaning Observations

Severity	Measured	Comments
Cleaned Repeat 2		
Debris D1		
Grease G0		
Roots R0		
Obstruction US No	0.0000	
Obstruction DS No	0.0000	
Broken Pipe No	0.0000	
Vandalism No		
Odor No		
Septic No		

After entering all desired information in their appropriate windows, **YOU MUST CLICK ON THE UPDATE ICON** (originally the Pen Icon) This will lock-in all entered data and will place order into view only.

Start | Inbox - M... | Infor Publ... | Infor83 C... | Inspecti... | Links | Desktop | 2:59 PM