



**SUBJECT:** Request for Competitive Sealed Proposal – Annual Contract for On-Call Plumbing Services – City wide - (RFCSP 20-56; RFX # 6100012553) Scheduled to Open: July 29, 2020; Date of Issue: June 10, 2020

**FROM:** Denise D. Gómez, C.P.M., CPPB  
Procurement Administrator

**DATE:** July 9, 2020

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. 1 - TO THE ABOVE REFERENCED  
REQUEST FOR COMPETITIVE SEALED PROPOSAL**

**QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 007, PRE-SUBMITTAL CONFERENCE**

On June 24, 2020, the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Annual Contract for On-Call Plumbing Services-Citywide. Below is a list of questions that were asked at the pre-submittal conference. The City's official response to questions asked is as follows:

- Question 1:** Regarding the proposal bond submission. Will confirmation of receipt be acknowledged if the bond is mailed to a P.O. Box? Can vendor submit a copy electronically to ensure that it received?
- Response:** Please refer to Section 005 - Supplemental Terms & Conditions, Proposal (Bid) Bonds. Once solicitation closes on bid date/time, vendor may contact Procurement Specialist to verify receipt of proposal (bid) bond.
- Question 2:** Regarding the submission of additional documents, can the vendor submit company support documentation as a separate attachment; is it okay for vendor to attach more information than what is asked for?
- Response:** Additional information may be provided. Attach as a separate attachment titled "Additional Information".
- Question 3:** Due to COVID-19, are there additional PPE requirements?
- Response:** Per Section 006, General Terms & Conditions, Compliance with Law: Vendor shall provide and perform all services required under this Agreement in compliance with all applicable federal, state and local laws, rules and regulations. As this includes any State of Emergency Proclamations issued by the Texas Governor and Declarations of Public Health Emergency issued by the San Antonio Mayor, Vendors are required to comply with those mandates, CDC Guidelines, and social distancing requirements.
- Question 4:** Is this a multiple award contract?
- Response:** Per Section 004, Specifications/Scope of Work, 4.0.6 The City's budget for these services is \$2 million over the life of the contract, including all possible renewals. Therefore, pursuant to the requirements of Chapter 2269, Texas Government Code, the City hereby establishes a maximum aggregate contract price of \$2 million, to be divided equally between each plumbing contract awarded pursuant to this RFCSP. The intent of the City is to award contract(s) to firms that are able to deploy a workforce around-the-clock for long-term solutions to complex problems requiring hours, days, weeks and sometimes months of intense work.
- Question 5:** Is this a citywide contract? Will BESD be participating in this solicitation?
- Response:** This contract will be citywide, excluding BESD.

## QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003. RESTRICTIONS ON COMMUNICATION

- Question 6:** Per Section 4.3.3, The city prefers the contractor to have minimum of three (3) journeyman plumbers. Can you clarify if city is preferring 3 journeyman plumbers assigned to work solely on COSA JOC or 3 journeyman plumbers that contractor should have to manage COSA JOC and other plumbing jobs for other clients?
- Response:** Per section 004, Specifications/Scope of Work, General Requirements, 4.6.6, Contractors are to give "priority" to all City trade service requests. Due to the nature of the City Buildings, Contractor must successfully maintain a staff of qualified personnel available to provide immediate service. COSA prefers a minimum of three (3) journeyman plumbers to be made available to manage COSA contract and COSA plumbing projects.
- Question 7:** On pages 28-29, Internal/External Catalog - For this requirement, does this apply to contractors for this bid since Plumbing JOC is asking contractors to provide primarily plumbing services that may or may not include material for each specific job?
- Response:** This is standardized language included in our contract. This may be implemented later within the contract term.
- Question 8:** The Federal Bureau of Investigation Criminal Justice information services security certification Form. Is this form to be completed by company and submitted with bid or do we complete this form only if JOC is awarded to the contractor?
- Response:** Certification will be submitted by awarded contractor(s). Refer to Section 003, Instructions for Respondents, Part B for submission requirements. Also, refer to Attachment M, Proposal Checklist.
- Question 9:** Where are the answers to the questions that were asked by contractors that attended during the pre-bid Webex meeting on 6-24-20?
- Response:** Please see questions 1-5 and respective responses. Questions 1-5 are the questions asked by the contractors during the Pre-Submittal Conference.
- Question 10:** For SBEDA questions, can we ask for help or assistance up until bid due date?
- Response:** Yes, all questions related to SBEDA may be directed to the Small Business Office until the final proposal due date which is July 29, 2020 at 2:00 p.m. Central Time. The point of contact may be reached by telephone at (210) 207-3922 or by e-mail at SBEDAdocs@sanantonio.gov. There is no contact permitted to the Small Business Office regarding this solicitation after the solicitation closing date.



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