



## ADDENDUM 1

**PROJECT NAME: Electric Bus & Charger Installation**

**DATE: 8/3/2023**

**PROJECT NO: 33-03325**

This addendum is separated into sections for convenience; however, all respondents, bidders, contractors, subcontractors, material men, and other parties must be responsible for reading the entire addendum. The failure to list an item or items in all affected sections of this addendum does not relieve any party affected from performing as per instructions, providing that the information is set forth one time any place in this addendum. These documents will be attached to and will become part of the Contract Documents for this project. The respondent/bidder is required to acknowledge the receipt of this addendum.

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### **GENERAL:**

1. The following changes and/or additions to the Contract Documents, via this addendum, must apply to proposals made for and to the execution of the various parts of the work affected thereby.
2. Careful note of the Addendum must be taken by all interested parties and all trades affected must be fully advised in their performance of the work involved.
3. This Addendum is hereby made part of the project requirements and contract documents for the above reference project. Ensure to acknowledge this Addendum in CivCast when downloading this Addendum. Acknowledgement of this Addendum is a requirement in order to submit bid in CivCast. This addendum consists of the items and their associated attachments as listed below:

### **A. ADMINISTRATIVE CHANGES TO BID DOCUMENTS:**

1. Add Pre-Bid PowerPoint presentation.
2. Add Pre-Bid sign in sheet.
3. Add Site Visit sign in sheet.

### **B. QUESTIONS & RESPONSES:**

Question #1: Is this bid only to be accepted as a whole package? Or can we bid on just the EV chargers and their installation without the busses included?

Answer: The bid is to be accepted as a whole package. The package needs to include the EV Chargers, their installation, and the electric buses.

Question #2: Can we confirm that the Buy American Act we are to follow is 49 CFR Part 661.3?

Answer: The Buy American requirements will need to follow Federal Aviation Administration (FAA) Airport Improvement Program (AIP) guidelines. This project is funded through an FAA Grant. Bidders are requested to coordinate with vehicle manufacturers to ensure that the proposed equipment meets the Buy American requirements. At a minimum, 60 percent of vehicle components (by cost) must be sourced from the United States, and final assembly of the vehicle must take place in the United States.

Question #3: Will concrete be acceptable instead of asphalt for covering the electrical trenches across the parking lot?

Answer: The covering will need to be like for like and be an asphalt replacement.

Question #4: Do the yellow markers in parking spaces have a purpose? Or are they connected to anything underground that we should be aware of before trenching?

Answer: The yellow markers are parking sensors. Contractor will be responsible for saving the parking lot sensors and reinstalling if the trenching impacts the location of the sensor. Additionally, the Contractor is responsible for verifying all underground utilities.

Question #5: Will a driving range up to 92 miles be acceptable?

Answer: Yes. The range will be acceptable. Up to 130 miles.

Question #6: Was the pre-bid mandatory?

Answer: No, the Pre-Bid Meeting was not mandatory.

**END OF ADDENDUM NO. 1**

# Electric Bus & Charger Installation

## 33-03325



Point of Contact:

Hannah Haifa

Procurement Specialist II

[Hannah.Haifa@sanantonio.gov](mailto:Hannah.Haifa@sanantonio.gov)

Date: July 26, 2023

Location: WebEx



# Introductions

Everyone attending today's Pre-Bid Meeting, please enter your Name, Organization, Phone, and Email using the QR code below. Providing your contact information will confirm your attendance. If you do not provide your information, you will not be added to the sign-in sheet.

- **City Staff Introductions**
  - Name
  - Title
  - Department



# Restriction on Communication

- Communication with City Staff and/or the Consultant is NOT allowed from the release of this Solicitation until the Contract Award except for:
  - Questions at today's Pre-Bid Meeting
  - Written questions submitted through CivCast at [www.civcastusa.com](http://www.civcastusa.com) by 4:00 PM, August 2, 2023
- DBE Staff can be reached up to submittal deadline with questions concerning DBE only
- Failure to adhere to the restriction on communication may deem your bid non-responsive
- City Staff can reach out to respondents to clarify bid documents submitted

# Agenda



- I. Timeline
- II. Solicitation Details
- III. Contract Requirements
- IV. Labor Compliance
- V. DBE Presentation
- VI. Environmental Concerns
- VII. Security and Badging Requirements
- VIII. Project Background and Scope of Work

- X. Questions and Answers
- XI. Post Meeting Information



# I. Timeline

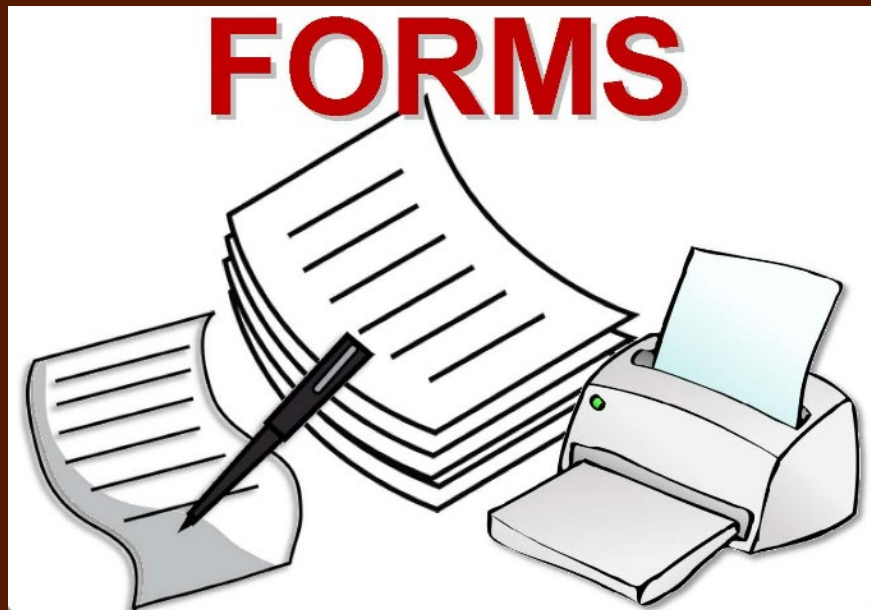


Important Dates & Times	Topic
July 18, 2023	Advertisement Date
July 26, 2023	Pre-Bid Meeting
August 2, 2023	Deadline for Written Questions via CivCast <a href="http://www.civcastusa.com">www.civcastusa.com</a>
August 18, 2023	Bid Submittal Deadline <b>**Please remember to click the “Submit Bid” button. If not, your bid will <u>not</u> be received by the City**</b>

## II. Solicitation Details

- Online bidding will be utilized via CivCast: [www.civcastusa.com](http://www.civcastusa.com)
- Type of Solicitation: Invitation for Bid (IFB)
- Calendar Days: 396
- Workweek: 6 days
- Estimated Construction Budget: \$1,500,000.00
- DBE Requirement: 6%
- Wage Decision: Building

# Solicitation Forms



- 010 Invitation for Bids
- 020 Contract Signature Page
- 024 Unit Pricing
- 030 Experience & Qualifications with Project Sheets
- 040 Standard Instructions to Respondent
- 041 Certificate of Interested Parties (1295 Form)
- 060 Supplemental Conditions
- 075 Performance Bond
- 076 Payment Bond
- 081 General Conditions
- Insurance Requirements
- DBE Forms
- Wage Decision



# 010 Invitation for Bids

- Solicitation Instructions
- Estimated Construction Budget
- Required documents to be uploaded as part of the bid proposal
- Bonding Requirements
- Contact Information
- Other relevant project information

**CITY OF SAN ANTONIO**

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Issued For: Aviation Department Date Issued: July 18, 2023  
 ID NO.: 33-03325

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**(010) LOW QUALIFIED FORMAL INVITATION FOR BIDS (IFB) to CONTRACT  
 Electric Bus & Charger Installation**

Online bidding will be utilized via CivCast at <https://www.civcastusa.com/bids>. Online bid services will open for bidding on **Tuesday, July 18, 2023**, and close on **Friday, August 18, 2023, at 2:00 PM Central Time (CT)**. Follow submittal instructions on <https://www.civcastusa.com/>. **Hard Copies will not be accepted for this solicitation.** Bids will be opened, read aloud and the Bid Results will be posted on CivCast on the day of the deadline. Bid Results will **not** be read out loud in City Council Chambers but will be read aloud utilizing WebEx. You can access WebEx by phone at 1-415-655-0001, **Access Code: 1770 23 1452, Password: 3HrMPWvWr58**, and/or by utilizing <https://www.webex.com/> using the aforementioned information.

A **Non-Mandatory Pre-bid meeting** will be held through WebEx on **Wednesday, July 26, 2023, at 10:00 AM (CT)**. You can access WebEx for the Non-Mandatory Pre-bid meeting by phone at 1-415-655-0001, **Access Code: 2632 568 7663, Password: Wry3Zpqbx67** and/or by utilizing <https://www.webex.com/> using the aforementioned information.

A **site visit** will be held on **Wednesday, July 26, 2023, at 2:00 PM (CT)**, for interested bidders. Site visit location is SAIA Terminal A located at 9800 Airport Blvd, San Antonio, Texas, 78216. We will meet outside the doorway to oversize parking lot B, next to the **Long Term** Parking Lot exit. Please see the attached map for directions. **Safety Vests are required.**

**The Deadline for questions is scheduled for August 2, 2023, at 4:00 PM (CT).**

**The consultant's construction estimated for this contract is: \$1,500,000.00.**

The bidder acknowledges that this is a unit price contract; that unit prices established will remain in effect and valid throughout the duration of the contract; the quantities shown are estimated quantities for budgetary purposes only; the award of this contract does not guarantee contractor the entire work shown in this FORMAL INVITATION FOR BID (IFB); the City may order all, some, or none of the work shown in this IFB; and projects will be assigned as they become available. **The City may elect to award this Project based solely on the base bid, based on a combination of the base bid plus any combination of selected alternates or based on a combination of the base bid plus all alternates. The determination will be made solely by the City after receipt of bids and will be made in the best interest of the City. If a respondent does not submit a bid for an alternate item or multiple alternate items, and after receipt of bids the City makes the determination to include the alternate(s) in the award, the respondent would not be eligible for award.**

**This invitation includes the following Contract Documents which are required downloads in CivCast:**

010 Invitation for Bids	081 Aviation General Conditions for Construction Contracts
020 Contract Signature Page	Wage Decision
024 Unit Pricing	<input type="checkbox"/> Site Visit Guidelines
030 Experience & Qualifications	<input type="checkbox"/> Insurance Requirements
040 Standard Instructions to Respondent	<input type="checkbox"/> Division B – Aviation Special Conditions
041 Certificate of Interested Parties (TEC Form 1295)	<input type="checkbox"/> Division C – FAA Contract Clauses
060 Supplemental Conditions	<input type="checkbox"/> Division D – FAA Special Conditions
075 Performance Bond	<input type="checkbox"/> Division E – Technical Specifications and plans
076 Payment Bond	<input type="checkbox"/> Division F – FAA Advisory Circulars
	<input type="checkbox"/> Division G – Standard Instructions to Bidders for Federally Assisted Contracts (SIB – Aviation) and DBE Good Faith Effort Plan (DBE Forms 1-5)

The City of San Antonio point of contact for this solicitation is **Joseph Ramon, Procurement Manager**. Questions are to be submitted in writing in the Questions and Answers section on CivCast. Bid documents, addenda, and this solicitation will be posted on CivCast at <https://www.civcastusa.com>. The bidder understands and agrees to the responsibility for obtaining **any and all** addenda and adhering to all requirements in addenda. City is not responsible for incorrect information obtained through other sources.

Bid Documents must contain **“Legal Name of Company”** as listed by the Texas Secretary of State Registry (<http://www.sos.state.tx.us>). The documents required in CivCast (fully completed and with digital signatures) constitute the required information to be submitted as a part of the bid proposal.

**The following documents constitute the required information to be submitted as a part of the bid proposal and are a required upload in CivCast:**

020 Contract Signature Page	<input type="checkbox"/> DBE Good Faith Effort Plan (DBE Form 1), Letter of Intent for Federally Funded Contracts (DBE Form 2), and Bidder's List Collection Form (DBE/ACDBE Form 5)
024 Unit Pricing	<input type="checkbox"/> Certificate of Interested Parties (TEC Form 1295) with Certification Number & Date Filed
030 Experience & Qualifications	<input type="checkbox"/> FAA Contract Clauses
<input type="checkbox"/> Bid Bond	



## 020 CONTRACT SIGNATURE PAGE

Project Name	
Legal Name of Company	
Person Authorized to Sign Bid/Contract	Title
Address	City   State   Zip Code
Telephone Number	Email Address
Proposed Project Manager	Proposed Site Superintendent
<input type="checkbox"/> Local Headquarters (check one)	<input type="checkbox"/> Local Branch (check one)
Tax Id Number	Texas Secretary of State Filing Number <a href="https://www.sos.state.tx.us/">(https://www.sos.state.tx.us/)</a>
System for Award Management (SAM) - Unique Entity ID <a href="http://www.sam.gov">www.sam.gov</a>	
The undersigned, by his/her signature, represents that he/she is authorized to bind the bidder to fully comply with Contract Documents for the amount(s) shown on the accompanying bid sheet(s). The work proposed to be done shall be accepted when fully completed and finished to the entire satisfaction of the City. The undersigned certifies all prices contained in this bid have been carefully checked and are submitted as correct and final. The bidder by submitting this bid and signing below, acknowledges that he/she has received & read the entire Bid and Contract document and agrees to be bound by the terms therein, has received all Addenda, and agrees to the terms, conditions, and requirements of the bidder's bid proposal and all documents listed in the tables above and the enabling Ordinance and associated documentation that form the entire Contract upon approval by the City Council.	
Original Signature of Person Authorized to Sign Bid/Contract (Please Sign)	Signer's Name (Please Print)
Date	

# 020 Contract Signature Page

- Enter Project Name
- Enter legal company name as it appears on the Texas Secretary of State website  
[www.sos.state.tx.us](http://www.sos.state.tx.us)
- The person listed on this form will be the City's point of contact for all correspondence
- Sign and date

# 030 Experience and Qualifications

- Please review and complete each Project sheet (**Minimum 3**). Project Sheets must be completed with all required information. If the information submitted on the Project Sheets is not clear, accurate, and complete, the bid may be rejected and deemed non-responsive. Bids submitted without required experience or equivalent experience and documentation of similar projects may be disqualified.
- Include photos of projects completed by your company that are similar to this project's plans and specifications.
- Prospective bidders must demonstrate that they are responsible, qualified, capable, and bondable and are able to fulfill and abide by the specifications listed herein, and have the capability and capacity, in all respects, to fully satisfy all the contractual requirements described in this solicitation. Prospective bidders must not have been terminated by the City on any prior projects nor have any litigation with the City for any other construction projects.
- Bids only will be considered from responsive bidders with experience in working on similar improvements and can demonstrate successful history in constructing projects with a similar scope to the proposed project as outlined in the solicitation.

Project Sheet 1

Experience and Qualifications: This project should show

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Project Name:

Location:

Project Scope:

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Prime Contractor or Subcontractor:

Delivery Method:

Construction Type:

Project Size:

Original Contract Amount:  Final Contract Amount:

Start Date:  Completion Date:

Project Owner:

Name:

Telephone Number:  Email:

Reference

Name:

Telephone Number:  Email:

Photo 1





Photo 2





# Bid Form (Lump Sum Bid)

- To view the Bid Form in CivCast
  - Click on “Bidding”
  - Click on “Bid Form
- Enter a Lump Sum bid amount according to the Plans and Specifications

Item No.	Description	Unit	Qty	Unit Price	
<b>Base Bid</b> .....					<a href="#">Add Section ▾</a> <a href="#">Delete Bid Form</a>
<b>Base Bid</b> .....					<a href="#">Add Bid Item</a> <a href="#">Delete Section</a>
1	Lump Sum Base Bid: Unit prices shown on this Bid Form/Bid Proposal are the unit prices intended for this project. These unit prices are "complete" and in "place" and include but not limited to: necessary superintendence, labor, machinery, equipment, tools, materials, mobilization, insurance, overhead and other miscellaneous items and cost to complete the proposed work. It is further understood that these unit prices will be used by the City of San Antonio to adjust the final bid or contract amount through additions to or deletions from the scope and amount of work for the project, at the sole discretion of the City of San Antonio.	LS	1		<a href="#">Select ▾</a>

# 040 Standard Instruction to Respondent

## 040 STANDARD INSTRUCTIONS TO BIDDER/RESPONDENT

Read Carefully

### 1. STANDARD TERMS AND CONDITIONS

#### 1.1 By submitting this bid/proposal, Bidder/Respondent:

- (a) affirms that it is duly authorized to execute the proposed contract. Bidders/Respondent's company, corporation, firm, partnership or individual has not prepared this bid/proposal in collusion with any other Bidder/Respondent and the contents of this bid/proposal, with regard to prices, terms or conditions of said bid/proposal, neither have been communicated by Bidder/Respondent nor by any employee or agent of Bidder/Respondent to any other person engaged in this type of business, prior to the public bid/proposal opening or official award of this contract, as applicable.
- (b) represents, to the best of its knowledge, it is not indebted to the City of San Antonio (City). Bidder/Respondent acknowledges indebtedness to City may be basis for non-award of a contract and/or cancellation of any contract award.
- (c) agrees to comply with City Ordinance Number 2008-11-20-1045, concerning Wage and Hour Labor Standard Provisions for City of San Antonio Construction Projects (amending City Ordinance Number 71312). This is a public works contract and Chapter 2258 of the Texas Government Code requires not less than the prevailing wage rate for work of a similar character in this locality shall be paid to all laborers, workmen and mechanics employed in the construction of this Project. This includes overtime regulations. Bidder/Respondent shall refer to the wage decision posted with this solicitation to determine the prevailing wage rates that shall be utilized for work on this Project.

#### 1.2 Bidder/Respondent is required to submit its bid/proposal upon the following expressed conditions:

- (a) Bidder/Respondent thoroughly shall examine the drawings, specifications, schedule(s), instructions and all other solicitation and contract documents.
- (b) Bidder/Respondent shall make all investigations necessary to thoroughly inform itself of conditions at the Project site, as well as the Project's Specifications, Plans and any Addenda to the Specifications and/or Plans issued by City. No plea of ignorance by Bidder/Respondent of conditions which exist or may hereafter exist, as a result of failure or omission on the part of Bidder/Respondent to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, shall be accepted as a basis for varying the requirements of City or the compensation to Bidder/Respondent.
- (c) Bidder/Respondent is advised that all City contracts are subject to all legal requirements provided for in the City Charter and/or applicable City Ordinances, state and federal statutes. Any bid/proposal, after being opened, becomes subject to the Open Information Act, V.T.C.A. Government Code Chapter 552. Therefore, in the event of City receiving an Open Information Request, Bidder/Respondent clearly must indicate any portion of the submitted bid/proposal which Bidder/Respondent claims is not subject to public inspection under the Open Information Act.
- (d) No officer or employee of City shall have a financial interest, either direct or indirect, in any contract with the City or shall benefit financially, either directly or indirectly, in the sale to City of any materials, supplies or services, except on behalf of City as an officer or employee. This financial interest prohibition extends to City Public Service Board, San Antonio Water System and all City boards and commissions, other than those which purely are advisory. In this instance, a City employee is defined as any employee of City who is required to file a financial involvement report, pursuant to City's ethics ordinance.

#### 1.3 For federally funded projects, Bidder/Respondent certifies:

- (a) It does not and will not maintain or provide for its employees any segregated facilities at any of his/her offices and will not permit its employees to perform services at any location under Bidder's/Respondent's control where segregated facilities are maintained.
- (b) In accordance with the guidelines referenced below, that neither Bidder/Respondent nor its principal(s) presently are debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (c) Where a prospective lower tier participant is unable to certify any of the statements referenced in Paragraph 1.3(b) above and herein below, such prospective participant shall attach an explanation of its status to this bid/proposal.

- The Standard Instructions to Respondent provides information on what to expect during the solicitation process of a City project.
- Provides detailed instructions on how to prepare a bid.
- Provides details on Award of Contract
- Explains Restriction on Communication
- Details of the Texas Government Codes that all respondents must adhere to.

# Texas Government Code 2251.022



## Time for Payment by Vendor

- A vendor who receives a payment from a governmental entity, such as the City of San Antonio, shall pay a Subcontractor for the appropriate share of the payment no later than the 10th day after the date the vendor has received payment.
- Payments to Subcontractors are overdue on the 11th day after the date the vendor receives the payment.
- Is required by State Law
- Failure to comply is considered a Breach of Contract



## 041 – Certificate of Interested Parties (Form 1295)

The Texas Government Code §2252.908, and the rules issued by the Texas Ethics Commission found in Title 1, Sections 46.1, 46.3 and 46.5 of the Texas Administrative Code, require a business entity to submit a completed Form 1295 to the City before the City may enter into a contract with that business entity.

Form 1295 must be completed online. It is available from the Texas Ethics Commission by accessing the following web address: [https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm).

Print your completed Form 1295 and the certification of filing. Sign Form 1295 and submit it along with the certification of filing, with your response to this solicitation. The name listed in Box 1 of the 1295 form should match exactly with the active name on file with the Texas Secretary of State, which can be found at: <https://www.sos.state.tx.us/>. In Box 3 of Form 1295, provide the solicitation number shown on the cover page of this solicitation (e.g. IFB 6100001234, RFO 6100001234 or RFCSP 6100001234).

The following definitions found in the statute and Texas Ethics Commission rules may be helpful in completing Form 1295.

“Business entity” includes an entity through which business is conducted with a governmental entity or state agency, regardless of whether the entity is a for-profit or nonprofit entity. The term does not include a governmental entity or state agency.

“Controlling interest” means: (1) an ownership interest or participating interest in a business entity by virtue of units, percentage, shares, stock, or otherwise that exceeds 10 percent; (2) membership on the board of directors or other governing body of a business entity of which the board or other governing body is composed of not more than 10 members; or (3) service as an officer of a business entity that has four or fewer officers, or service as one of the four officers most highly compensated by a business entity that has more than four officers. Subsection (3) of this section does not apply to an officer of a publicly held business entity or its wholly owned subsidiaries.

“Interested party” means: (1) a person who has a controlling interest in a business entity with whom a governmental entity or state agency contracts; or (2) an intermediary.

“Intermediary,” for purposes of this rule, means a person who actively participates in the facilitation of the contract or negotiating the contract, including a broker, adviser, attorney, or representative of or agent for the business entity who:

- 1) receives compensation from the business entity for the person’s participation;
- 2) communicates directly with the governmental entity or state agency on behalf of the business entity regarding the contract; and,
- 3) is not an employee of the business entity or of an entity with a controlling interest in the business entity.

# 041 Certificate of Interested Parties (1295 Form)

## State of Texas Requirement

- 1295 Form must be completed online. Please print a copy and attach to your bid as a required upload. [www.ethics.state.tx.us](http://www.ethics.state.tx.us)
- Bidder is required to list the name of business on the 1295 Form, Box 1, as it appears with the Texas Secretary of State [www.sos.state.tx.us](http://www.sos.state.tx.us)
- The business entity name must be consistent on all bid documents



# 060 Supplemental Conditions

060

## SUPPLEMENTAL CONDITIONS

1. Scope of the Work - The Contractor shall furnish all the materials and perform all the Work called for in the Contract Documents and more specifically described in the Plans and Specification for the Project entitled.

2. The Contractor shall begin Work at the job site within seven (7) calendar days after the date of the Owner's written Authorization to Proceed issued by the Owner's Representative.

3. **Liquidated Damages for Delay in Substantial Completion & Final Completion:** Contractor shall pay Owner the sum indicated on the table below for each and every calendar day of unexcused delay in achieving Substantial Completion/Final Completion beyond the Scheduled Completion/Final Completion Dates. Any sums due and payable hereunder by Contractor shall be payable, not as a penalty, but as Liquidated Damages representing an estimate of delay damages likely to be sustained by Owner, estimated at the time of executing the Contract. Such Liquidated Damages shall apply regardless of whether Contractor has been terminated by Owner prior to Substantial Completion, so long as Contractor's actions or inactions contributed to the delay. Such Liquidated Damages shall be in addition to and not in preclusion of any recovery of actual damages resulting from other defects in Contractor's performance hereunder for matters other than delays in Substantial Completion/Final Completion. When Owner reasonably believes that Substantial Completion/Final Completion will be inexcusably delayed, Owner shall be entitled, but not required, to withhold from any amounts otherwise due to Contractor an amount then believed by Owner to be adequate to recover liquidated damages applicable to such delays. If, and when Contractor overcomes the delay in achieving Substantial Completion/Final Completion, or any part thereof, for which Owner has withheld payment, Owner promptly shall release to Contractor those funds withheld but no longer applicable as Liquidated Damages.

### Liquidated Damages

Contractual Milestone	Contractual Milestone Description and Requirements	From	To	Liquidated Damages
1	Substantial Completion	NTP	300 calendar days	\$500.00 per day
2	Final Completion	Substantial Completion	As stated in the Letter of Conditional Approval	\$275.00 per day

4. The Contract Sum - The Owner shall pay the Contractor for the proper performance of the Contract, subject to additions and deduction provided therein, the Contract sum is listed in the Purchase Order.

5. Partial Payment - Each month, the Owner shall make a progress payment as approved by the Owner's Representative in accordance with the General Conditions.

6. Acceptance and Final Payment - Final Payment shall be due on final Owner acceptance of the Project Work, provided the Contract has been completed by Contractor as provided in the General Conditions. Before issuance of the final payment, the Contractor shall submit an affidavit and reasonable additional supporting evidence if required, as satisfactory to the Director of Finance, City of San Antonio, that all labor payrolls, construction materials and supply bills, subcontractors, and other indebtedness connected with the Work have been paid in full, or that an outstanding debt is being disputed and that the corporate surety or its agent is processing the outstanding claim and is willing to defend and/or indemnify the City should the City make final Contract payment.

7. Contractor shall comply with Standard Specification 1000 in its invoicing.

Project Name: XXXXXXXXXXXXXXXXXXXXXXXXXXXX  
Project No.: 23-03796

- The Liquidated Damages shown on this form are the cost the City incurs for each day the project is late in completing.
- The Liquidated Damages are not a penalty but are an additional cost sustained by City.
- Contractor shall pay sum indicated on the table for every calendar day(s) of unexcused delay in achieving Substantial/Final Completion.
- Calendar days: **396 to Substantial Completion**
  - 30 additional days to Final Completion
- Delay in Substantial Completion: **\$2,519 per day**
- Delay in Final Completion: **\$2,219 per day**

# Surety Bonds



- Each Bid is required to have a Bid Bond issued by a Corporate Surety Company. The Bid Bond must be signed by the Bidder, surety company, and witnesses. **Failure to submit the Bid Bond with the required signatures will deem the Bidder's bid/proposal non-responsive.** (refer to "040 Standard Instructions to Respondent: Section 8" for details)
- Bid Bonds will be verified for validity.
- 10 days after City Council award, Payment and Performance Bonds must be submitted to the City of San Antonio. A Pre-Construction meeting will not be scheduled until all bonds are received.
- The Notice To Proceed (NTP) will not be issued without the proper Bonds
- Contract is considered in Breach if Payment and Performance Bonds are not provided to the City prior to start of construction.
- Project name must be included on the bonds as specified in the approved City Ordinance. The bonds must be provided on the City templates (refer to 075 Performance Bond and 076 Payment Bond).
- The bond total must match the amount listed in the City Ordinance

# 081 Aviation General Conditions



## GENERAL CONDITIONS FOR CITY OF SAN ANTONIO CONSTRUCTION CONTRACTS

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- General Conditions for City of San Antonio construction contracts set the minimum performance requirements for the contractor.
- These conditions include the rights and responsibilities of the parties involved.
- They are attached to all City contracts and are legally binding.
- Please be sure to read these General Conditions thoroughly.

# Insurance Requirements

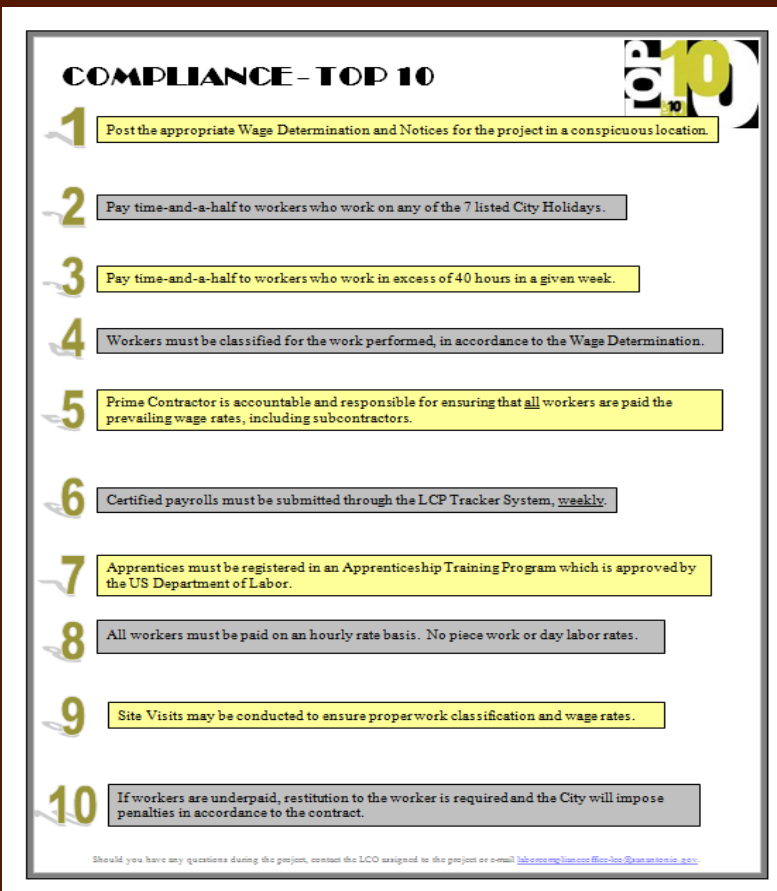
- This document contains the following
  - Insurance Requirements and Provisions
  - Indemnification
  - Insurance Table
- It is agreed and understood the following provisions and insurance table are binding and are a part of the contract.
- The City shall have no duty to pay or perform under this Agreement until such certificates and endorsements have been received and approved by the City's Aviation Department. No officer or employee, other than the City's Risk Manager, shall have authority to waive this requirement.
- Failure to comply is considered a Breach of Contract

# III. Contract Requirements

- Vendor Registration
  - All vendors wishing to do business with the City of San Antonio must register in the Central Vendor Registry (CVR) before entering into a contract.
  - For more information, please visit [www.sanantonio.gov/purchasing/saeps](http://www.sanantonio.gov/purchasing/saeps)
- Disadvantaged Business Enterprise (DBE) Compliance
  - All Prime Contractors and Subcontractors participating on a City contract with DBE contract requirements must utilize the City Contract Management System (CCMS).
  - For more information, please visit [BODD@sanantonio.gov](mailto:BODD@sanantonio.gov)
- Primelink
  - PrimeLink allows staff, consultants, contractors, and utility companies to collaborate, and markup plans and specifications. Awarded contractors will be required to utilize the PrimeLink System.
  - For more information and training dates, please visit [www.sanantonio.gov/PublicWorks/Current-Vendor-Resources/COSA-PRIMELink](http://www.sanantonio.gov/PublicWorks/Current-Vendor-Resources/COSA-PRIMELink)

# IV. Labor Compliance

- The awarded Prime Contractor and their subcontractors must comply with the Prevailing Wage Decision.
- The Wage Decision assigned to this project is the current Building Wage Decision: TX20230231  
04/14/2023

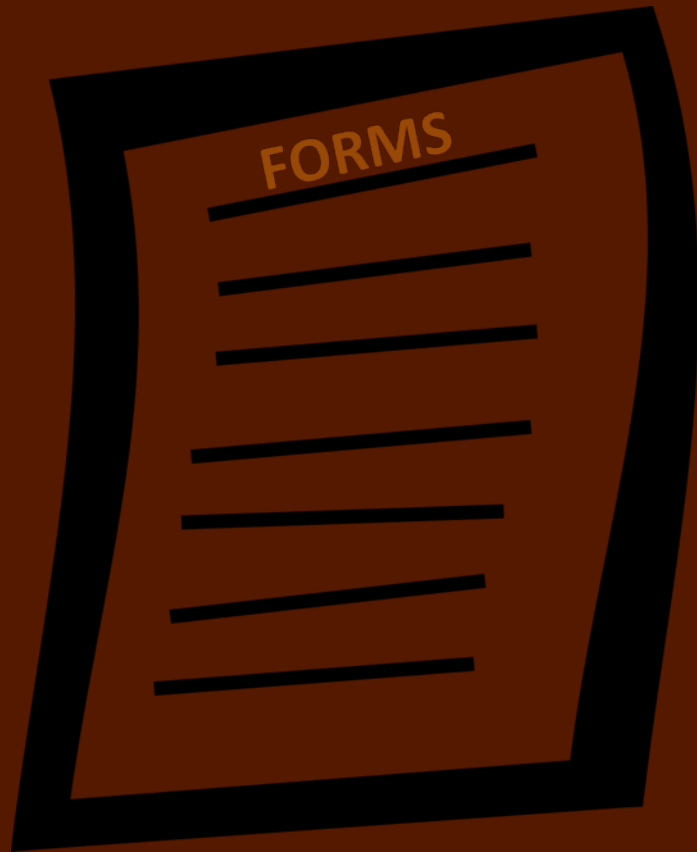


**COMPLIANCE - TOP 10**

- 1 Post the appropriate Wage Determination and Notices for the project in a conspicuous location.
- 2 Pay time-and-a-half to workers who work on any of the 7 listed City Holidays.
- 3 Pay time-and-a-half to workers who work in excess of 40 hours in a given week.
- 4 Workers must be classified for the work performed, in accordance to the Wage Determination.
- 5 Prime Contractor is accountable and responsible for ensuring that all workers are paid the prevailing wage rates, including subcontractors.
- 6 Certified payrolls must be submitted through the LCP Tracker System, weekly.
- 7 Apprentices must be registered in an Apprenticeship Training Program which is approved by the US Department of Labor.
- 8 All workers must be paid on an hourly rate basis. No piece work or day labor rates.
- 9 Site Visits may be conducted to ensure proper work classification and wage rates.
- 10 If workers are underpaid, restitution to the worker is required and the City will impose penalties in accordance to the contract.

Should you have any questions during the project, contact the LCO assigned to the project or email [lhc@compliance@cityofsanantonio.gov](mailto:lhc@compliance@cityofsanantonio.gov).

# Aviation Solicitation Forms



- Supplement to Standard Instructions to Respondents
- Soil Management Plan, SAASSAM Vol 1.
- Procedure for Obtaining Airport Personnel Identification Badges
- Construction Security Plan
- Additional Supplemental General Conditions (Aviation)
- Crane Procedures
- Contractor(s) Safety Plan
- Aviation Department Key Policy, Issuance, Lock and Key Control
- FAA Contract Clauses
- FAA Special Conditions
- FAA Advisory Circular
- Forms for DBE Requirements

## V. DBE Presentation

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# **Business Opportunity & Diversity Development**

## **DBE**

# V. Business Opportunity & Diversity Development (BODD)

## DBE Program Overview & Requirements



- Disadvantaged Business Enterprise (DBE) Program Requirements of U.S. Department of Transportation (DOT), 49 CFR Part 26



The City of San Antonio (COASA) has received federal financial assistance from DOT and therefore must comply with DBE Program requirements of 49 CFR Part 26. San Antonio International Airport (SAIA) is prohibited from race, color, national origin, gender or disability discrimination in the award and performance of DOT-assisted contracts.

- Objectives
- To facilitate DBE participation for contractual opportunities at SAIA and create a level playing field on which DBEs can compete fairly.
- To ensure Aviation Department's DBE program is narrowly tailored in accordance with applicable law.
- DBE statute does not preempt state or local law
- State or local law, policy, or regulation must be administered separately from DBE program.
- If conflict exists, the requirements of 49 CFR Part 26 will prevail.

# V. DBE Program Requirements

- To participate in the DBE program, a small business owned and controlled by socially and economically disadvantaged individuals must receive **DBE certification from Texas Uniform Certification Program (TUCP)**.
- **Texas Unified Certification Program's (TUCP) certifying agencies:** Texas Department of Transportation (TxDOT), North Central Texas Regional Certification Agency (NCTRCA), South Central Texas Regional Certification Agency (SCTRCA), City of Houston, and Corpus Christi or Regional Transportation Authority, **at time of proposal submission** in order to count their participation. **State DBE Directory TUCP website:** <http://www.dot.sate.tx.us>
- **DBE firms must complete certification** before bid submittal to be credited toward the DBE goal.
- DBE vendors that are certified in another state and not in Texas must obtain **DBE Interstate Certification** through their home state, SCTRCA, or a TUCP certifying agency.
- SCTRCA serves businesses in San Antonio Metropolitan Statistical Area (SAMSA) & can assist vendors with DBE Certification. **SCTRCA Website:** <http://www.sctra.org>
- **A DBE Prime can self- perform** in order to meet the DBE goal. **DBE credit is awarded only for work actually being performed by DBEs themselves and meets the scope of work identified by the solicitation.** Work subcontracted to Non-DBEs does not count towards the goal.
- **M/WBE certificates are not accepted for DBE credit.**
- BODD staff can assist you with information on where to find certified firms if needed.

# V. DBE Program Requirements



**DBE contract specific goal that has been established on this project**



**DBE Goal = 6 %**

**Of the total dollar value of the contract**

The goal is set based on relative availability of certified DBE firms in relation to the universe in specific trades in the primary market. The primary market is SAMSA, however participation is open for all DBE certified firms from anywhere in Texas or the nation.

**SAMSA**

**Atascosa, Bandera, Bexar, Comal,  
Guadalupe, Kendall, Medina, Wilson**

# V. DBE Program Requirements

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- **Due With/At Time of Proposal**
- DBE Forms
- Signed & completed “*Good Faith Effort Plan*” (**DBE Form 1**) detailing efforts to include DBEs as part of respondent’s team
- Letter(s) of Intent (**DBE Form 2**) for each firm listed on DBE Form 1
- DBE Certification Affidavit(s) to DBE Form 1
- Bidder’s List Collection DBE Form

# V. Good Faith Effort Plan (DBE Form 1)

## Good Faith Efforts & DBE Commitments Page 1 & 2



**SAN ANTONIO INTERNATIONAL AIRPORT (SAIA)  
DBE GOOD FAITH EFFORT PLAN FOR  
FEDERALLY ASSISTED CONSTRUCTION CONTRACTS  
(DBE Form 1)**

### SECTION B – DBE COMMITMENTS

The DBE goal on this project is: \_\_\_\_\_ %

**NAME OF PROJECT:** \_\_\_\_\_

#### SECTION A - BIDDER INFORMATION:

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Age of Firm (Number of Years in Business): \_\_\_\_\_ Years

Annual Gross Receipts of the Firm: \_\_\_\_\_ Less than \$500,000 \_\_\_\_\_ \$500,000 to \$1 million  
 \_\_\_\_\_ \$1 million to \$2 million \_\_\_\_\_ \$2 million to \$5 million  
 \_\_\_\_\_ Over \$5 million

Is your firm Certified: Yes \_\_\_\_\_ No: \_\_\_\_\_ If certified, Certification Number: \_\_\_\_\_

Type of Certification \_\_\_\_\_ DBE \_\_\_\_\_ MBE \_\_\_\_\_ WBE \_\_\_\_\_ AABE \_\_\_\_\_ SBE

1. List ALL SUBCONTRACTORS/SUPPLIERS that will be utilized on this contract. A Letter of Intent (DBE Form 2) must be submitted for all subcontractors/suppliers listed below at the time the bid is submitted. If the Aviation Department does not receive completed LOIs, then the Respondent's Good Faith Effort Plan will not be approved. An approved Good Faith Effort Plan is required prior to award of any contract.

Name & Address of Company	Scope of Work/Supplies to be Performed/Provided by Firm	Estimated Contract Amount Or % Level of Participation	If Firm is DBE Certified, Provide Certification Number	Date Written Notice Was Sent & Method (Letter, Fax, E-mail)
1.				
2.				
3.				
4.				
5.				

(Use Additional Sheets if Necessary)

1. The undersigned bidder has satisfied the requirements of the bid specification in the following manner (please check the appropriate box:

Bidder/offeree has met the DBE contract goal

The bidder/offeree is committed to a minimum of \_\_\_\_\_ % DBE utilization on this contract.

Bidder/offeree has not met the DBE contract goal

The bidder/offeree is committed to a minimum of \_\_\_\_\_ % DBE utilization on this contract and has submitted documentation demonstrating good faith efforts. (If contractor is unable to meet the goal, please fill out Section C and submit documentation demonstrating good faith efforts).

Legal name of bidder/offeree's firm: \_\_\_\_\_

2. Name and phone number of person appointed to coordinate and administer the Federal DBE requirements on this project.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_

IF DBE GOAL WAS MET, PROCEED TO PAGE 4 AND SIGN THE GFEP. IF GOAL WAS NOT MET, PROCEED TO SECTION C.

- Sign & Complete Good Faith Effort Plan (GFEP) (DBE Form 1) detailing efforts to include DBEs as part of your team
- BODD staff can assist with information on where to find DBE certified Firms if needed
- If DBE Goal was met proceed to Affirmation and sign the GFEP
- If DBE Goal was NOT MET Proceed to Section C

# V. Good Faith Effort Plan (DBE Form 1) Section C and Affirmation Page 3 and 4



**SECTION C – GOOD FAITH EFFORTS (Fill out only, if the DBE goal was not achieved).**

List all firms you contacted with subcontracting/supply opportunities for this project that will not be utilized for this contact by choice of the bidder, subcontractor, or supplier. *Written notices to firms contacted by the bidder for specific scopes of work identified for subcontracting/supply opportunities must be provided to subcontractor/supplier not less than five (5) business days prior to bid/proposal due date.* The following information is required for all firms that were contacted of subcontracting/supply opportunities:

Name & Address of Company	Scope of Work/Supplies to be Performed/ Provided by Firm	If Firm is DBE Certified, Provide Certification Number	Date Written Notice Was Sent and Method (Letter, Fax, E-mail)	Reason Agreement Was Not Reached
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

(Use additional sheets as needed)

In order to verify a bidder's good faith efforts, please provide to the City with copies of the written notices to all firms contacted by the bidder for specific scopes of work identified in relation to the subcontracting/supply opportunities in the above named project. Copies of said notices must be provided to the DBE Liaison within five (5) business days after the bid is due. Such notices shall include information on the plans, specifications and scope of work.

- Did you attend the pre-bid conference scheduled by the City for this project? \_\_\_\_\_ Yes \_\_\_\_\_ No
- List all DBE listings or directories, contractor associations, and/or any other associations utilized to solicit DBE subcontractors/suppliers:  
\_\_\_\_\_
- Discuss efforts made to define additional elements of the work proposed to be performed by DBEs in order to increase the likelihood of achieving the goal:  
\_\_\_\_\_

- Indicate advertisement mediums used for soliciting bids from DBEs. (Please attach a copy of the advertisement(s)):  
\_\_\_\_\_
- Discuss efforts made to assist interested DBEs in obtaining bonding, lines of credit, or insurance:  
\_\_\_\_\_
- Discuss efforts made to assist interested DBEs in obtaining necessary equipment, supplies, materials, or related assistance or services:  
\_\_\_\_\_

**AFFIRMATION**

*I HEREBY AFFIRM THAT THE ABOVE INFORMATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I FURTHER UNDERSTAND AND AGREE THAT, THIS DOCUMENT SHALL BE ATTACHED THERETO AND BECOME A BINDING PART OF THE CONTRACT.*

NAME AND TITLE OF AUTHORIZED OFFICIAL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**NOTE:**

- If the DBE goal was not met, the Aviation's DBE Liaison Officer will evaluate the "good faith efforts" of a firm. The Good Faith Effort Plan for Federally Funded Contracts must be approved by the Aviation Department's DBE Liaison Officer prior to award of contract.
- If the DBE Liaison determines that the bidder has not made good faith efforts, then the bidder shall have the opportunity to appeal this decision to the Aviation Director. The Aviation Director shall review the written documentation presented by bidder and has final approval in determining whether Good Faith Efforts have been made.

**FOR SAN ANTONIO INTERNATIONAL AIRPORT USE ONLY:**

Plan Reviewed by \_\_\_\_\_ Signature of DBE Liaison Officer Date: \_\_\_\_\_

Recommendation: Approval: \_\_\_\_\_ Denial: \_\_\_\_\_

Action Taken: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

- Complete Section C if DBE Goal was NOT met**
- Document your detailed efforts that you made to meet the DBE goal
- The DBE Liaison Officer will evaluate your "good faith efforts" for not meeting the DBE goal.
- If the DBE Liaison Officer determines you failed to do so, you will be deemed NON-RESPONSIVE**

- Sign and Complete Affirmation Section**

# V. Letter of Intent (DBE Form 2) Page 1 & 2



**SAN ANTONIO INTERNATIONAL AIRPORT (SAIA)  
LETTER OF INTENT  
FOR FEDERALLY FUNDED CONTRACTS  
(DBE Form 2)**

The requirements of 49 CFR Part 26 (Section 26.53), of the U.S. Department of Transportation, requires that all bidders/offers comply with good faith efforts requirements as a matter of responsiveness. Each solicitation for which a contract goal has been established will require the bidders/proposers to submit the following information from each Subcontractor/Supplier for this contract (as listed on Item 1 of DBE Good Faith Effort Plan for [DBE Form 1] and/or Change or addition of subcontractors/suppliers (DBE Form 3)

Note: The authorized representative (AR) named below must be an individual vested with the authority to make contracting decisions on behalf of the firm.

NAME OF PROJECT: \_\_\_\_\_

Name of bidder/offers firm: \_\_\_\_\_

Name & Title of firm's AR \_\_\_\_\_ Phone \_\_\_\_\_

Email: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of Sub consultant/Supplier: \_\_\_\_\_

Name & Title of firm's AR \_\_\_\_\_ Phone \_\_\_\_\_

Email: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Is the above firm DBE Certified: Yes \_\_\_\_\_ No \_\_\_\_\_ If certified, Certification No: \_\_\_\_\_

If firm is certified, please attach a copy of the Certification Affidavit with this form.

Age of Firm (Number of Years in Business): \_\_\_\_\_ Years

Annual Gross Receipts of the Firm: \_\_\_\_\_ Less than \$500,000 \_\_\_\_\_ \$500,000 to \$1 million  
 \_\_\_\_\_ \$1 million to \$2 million \_\_\_\_\_ \$2 million to \$5 million  
 \_\_\_\_\_ Over \$5 million

NAICS Code and/or Description of work to be performed by firm: \_\_\_\_\_

The bidder/offers is committed to utilizing the above-named firm for the work described above. The estimated dollar value or percentage of this work is \$ \_\_\_\_\_

**Affirmation**

The above named firm affirms that it will perform the portion of the contract for the estimated dollar value as stated above.

By: \_\_\_\_\_ Date \_\_\_\_\_  
 Signature of Firm's Representative

Title: \_\_\_\_\_

NAME OF PROJECT:

**DECLARATION OF PRIME CONSULTANT:**

I hereby declare and affirm that I am the \_\_\_\_\_  
 (Title of Declarant)

and a duly authorized representative of \_\_\_\_\_  
 (Name of Prime Consultant)

to make this declaration and that I have personally reviewed the material and facts set forth in this Intent to Perform form. To the best of my knowledge, information and belief, the facts and representations contained in this form are true, the owner or authorized agent of the firm signed this form in the place indicated, and no material facts have been omitted.

The undersigned intends to enter into a formal agreement with the listed firm for work as indicated by this form and will, if requested, provide the Airport's DBE Liaison with a copy of that agreement within three (3) business days of execution.

\_\_\_\_\_  
 (Name of Declarant)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

**SUBMIT THIS PAGE FOR EACH SUBCONSULTANT/SUPPLIER FOR THIS CONTRACT, AS LISTED ON ITEM 1 OF DBE GOOD FAITH EFFORT PLAN FOR FEDERALLY FUNDED CONTRACTS (DBE FORM 1) AND/OR CHANGE OR ADDITION OF SUBCONTRACTORS/SUPPLIERS ON FEDERALLY FUNDED CONTRACTS (DBE FORM 3)**

IF THE BIDDER/OFFEROR DOES NOT RECEIVE AWARD OF THE PRIME CONTRACT, ANY AND ALL REPRESENTATIONS IN THIS LETTER OF INTENT AND AFFIRMATION SHALL BE NULL AND VOID.

- Sign & complete Letter(s) of Intent (DBE Form 2) for each subcontractor listed on DBE Form 1
- "Estimated Percentage value of work" must be the same amount listed on "% Level of participation" column on DBE Form 1
- Submit copy of DBE Certification Affidavit for all DBE firms utilized or proposed to be utilized as subcontractors or suppliers on DBE Form 2
- Sign and Complete Declaration, Page 2 on DBE Form 2

# V. DBE Program Requirements

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## DBE Compliance

- The Respondent will be required to obtain the DBE Liaison's prior approval for any changes to subcontractors and/or suppliers as reflected on contractors approved *Good Faith Effort Plan* (DBE Form 1) and/or Letter of Intent (DBE Form 2).
- The respondent will be required to obtain the approval through the submittal of *Change or Addition of Subcontractors/Suppliers* (DBE Form 3)
- The respondent must provide copies of new or amended subcontracts, or documentation of good faith efforts.

# V. IMPORTANT NOTES

- BODD will only credit DBE participation that is certified by an approved certification entity (member of TUCP) at the time of bid/proposal submission. **M/WBE certificates are not accepted for DBE credit.**
- Respondents **must** make good faith efforts to meet the goal. Respondent may do so either by obtaining enough DBE participation to meet the goal or by documentation that it made sufficient good faith efforts to do so.
- An approved Good Faith Effort Plan is required prior to award of any contract

## Exception to Communications:

- Respondent and/or their agents may contact the Aviation's DBE Liaison Officer Barbara Patton or her Business Opportunity & Diversity Development (BODD) staff for assistance or clarification with issues specifically related to the DBE policy and/or completion of the *Good Faith Effort Plan*. Respondents and/or their agents may contact the Aviation's DBE Liaison Officer or her BODD staff at any time prior to the due date for submission of proposals. Contacting the BODD office regarding this RFP after the proposal due date is not permitted.
- San Antonio Electronic Procurement System (SAePS)
- All vendors wishing to do business with the City are encouraged to register in SAePs which serves as the City's Central Vendor Registry (CVR).
- To begin the registration process, please go to: <http://www.sanantonio.gov/purchasing/SAePS.aspx>
- For technical assistance please call (210) 207-0118

# V. DBE Program Contacts



## Business Opportunity and Diversity Development (BODD) Staff:

- Business Opportunity & Diversity Development staff email: [BODD@sanantonio.gov](mailto:BODD@sanantonio.gov)
- Barbara Patton, DBE Liaison Officer / BODD Manager at (210) 207-3592 or [barbara.patton@sanantonio.gov](mailto:barbara.patton@sanantonio.gov)
- Joseph Gonzales, Diversity Development Program Coordinator at (210) 207-3526 or [joseph.gonzales2@sanantonio.gov](mailto:joseph.gonzales2@sanantonio.gov)
- Brenda Rodriguez, Diversity Development Program Coordinator at (210) 207-3808 or [brenda.rodriguez2@sanantonio.gov](mailto:brenda.rodriguez2@sanantonio.gov)

# VI. Environmental

## **Construction Storm Water Pollution Prevention Plan (SWPPP)**

The Airport will require the contractor to maintain a construction SWPPP & Notice of Intent (NOI) issued by the TCEQ throughout project duration. Best Management Practices (BMPs) will also need to be in-place throughout the duration of the Project to protect the various stormwater outfalls surrounding the Airport.

## **Soil Management Plan (SMP)**

The Airport has a SMP in place to regulate the importing and exporting of soil. Inert materials do not adhere to the SMP. When disposing of Airport soils the contractor will need to coordinate with the Project Management/Environmental Stewardship Division for profiling & waste manifests guidance. If excess soils are needed the Airport has several reusable soil stockpiles on onsite the contractor can access.

## **Sustainability**

The Airport will request the contractor maintain quantitative logs of all recycled materials throughout the Project. The Airport has the San Antonio Airport System Sustainable Airport Manual (SAASSAM) to provide guidance on green building and construction. The contractor must complete the checklist for relevant airfield applicability and submit any required documentation for the checklist.

## ***Environmental Stewardship Division Staff***

- Steven Southers, Environmental Manager at (210) 207.3402 or [steven.southers@sanantonio.gov](mailto:steven.southers@sanantonio.gov)
- Chris Yzaguirre, Environmental Services Coordinator at (210) 207.3862 or [chris.Yzaguirre@sanantonio.gov](mailto:chris.Yzaguirre@sanantonio.gov)
- Josh Heiss, Noise Abatement & Sustainability Office at (210) 207.3847 or [Joshua.heiss@sanantonio.gov](mailto:Joshua.heiss@sanantonio.gov)

# VII. Security and Badging Requirements

## Badging Requirements

- Establish new company and badging process with the Airport Security Badge and ID office at least 45 days in advance of the project start date
- There is a 1:10 escort ratio where one badged employee with escort privileges may escort up to ten non-badged employees for 30 days. Any personnel conducting business at SAT for more than 30 days requires a badge
- Please email the Badge/ID office for additional information at [aviation.satbadgeoffice@sanantonio.gov](mailto:aviation.satbadgeoffice@sanantonio.gov) or call 210-207-3526

## Security Requirements

- A Security Plan must be submitted 45-60 days before construction can begin for TSA to review.
- Please email Security Compliance for additional information at [satseccomp@sanantonio.gov](mailto:satseccomp@sanantonio.gov) or call 210-275-8115

## Key Issuance

- MEDCO keys grant access to the AOA
  - Must be SAT badged employee
  - Must take the Access Control Portal Specialist (ACPS) training scheduled through Airport Security Systems at [SATSecuritySystems@sanantonio.gov](mailto:SATSecuritySystems@sanantonio.gov), [John.Romero@sanantonio.gov](mailto:John.Romero@sanantonio.gov), and [Kassaundra.quintanilla@sanantonio.gov](mailto:Kassaundra.quintanilla@sanantonio.gov) or call 210-207-3840

## IX. Scope

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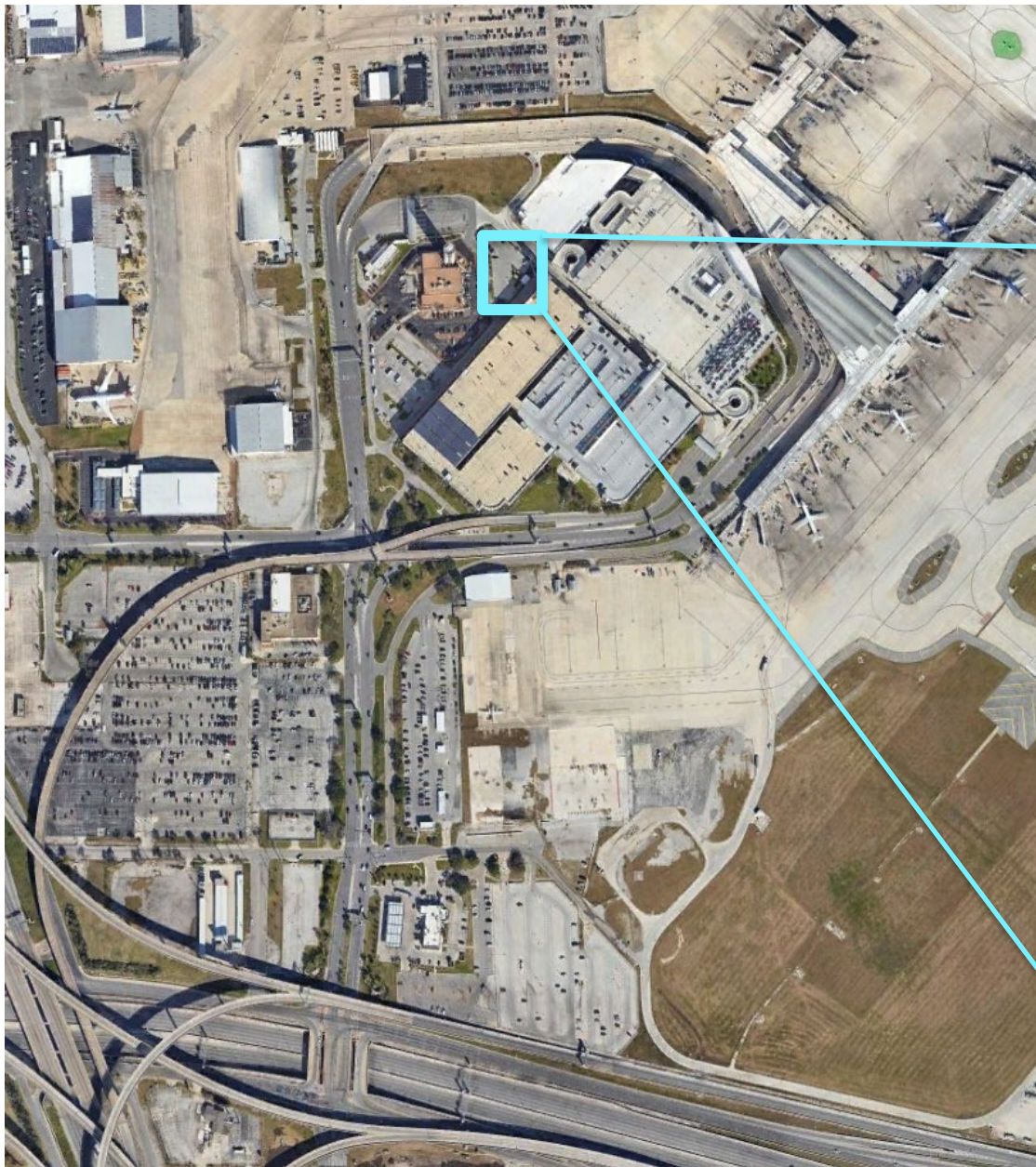
# Project Background & Scope of Services

# Project Information

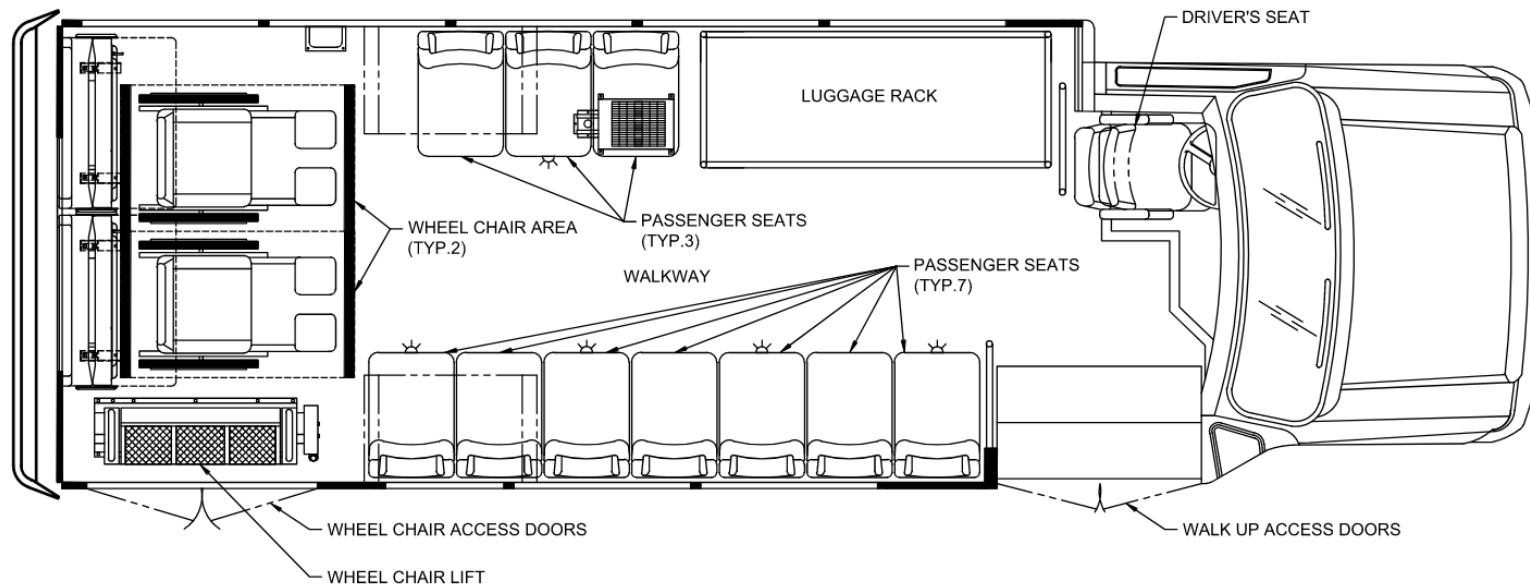
- **Owner:** City of San Antonio, Aviation Department
- **Project Manager:** Joshua Heiss & Steven Southers, Project Manager, Aviation Department
- **Project Engineer:** C&S Engineering, and Freese and Nichols
- **Project Location:** The project is located at 9800 Airport Blvd. within the San Antonio International Airport at Oversize Parking Lot B
- **Project Description:** Electric Bus & Charger Installation
- **Non-Mandatory Site Visit:** Today, July 26<sup>th</sup>, 2pm, Oversize Parking Lot B

The San Antonio Airport's Electrification of Shuttle Buses Project consists of the design and installation of three (3) electric shuttle bus chargers, and the purchase of 3 electric shuttle buses. The shuttle bus project includes a one-year warranty, commissioning, and training for shuttle bus operators.

# Project Location



# eBus – Layout Examples



X. Q&A

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# Questions & Answers

# XI. Post Meeting Information

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- Today's Sign-In-Sheet and PowerPoint presentation will be posted on the CivCast website after the meeting.
- If you are not comfortable with your information being posted, please notify staff and we will kindly remove it after the meeting.
- Be sure to frequently check the CivCast website for any changes regarding the solicitation up until the bid submittal is due
- Review CivCast Website: [www.civcastusa.com](http://www.civcastusa.com)

# Reminders

- Failure to adhere to the restrictions on communication may deem your bid non-responsive.
- Submit written questions through CivCast: [www.civcastusa.com](http://www.civcastusa.com)
- Deadline for written questions is 4:00 PM, August 2, 2023.
- Responses to all questions will be addressed via addendum.
- Bids must be uploaded by 2:00 PM, August 18, 2023
  - \*\*Please remember to click the “Submit Bid” button. If not, your bid will not be received by the City\*\***
- Hard copies will not be accepted for this solicitation



**Thank You**

Hannah Haifa

[Hannah.Haifa@sanantonio.gov](mailto:Hannah.Haifa@sanantonio.gov)



First Name	Last Name	Title	Organization	Phone	Email2
Hannah	Haifa	Procurement Specialist II	COSA - Finance	210-207-0621	hannah.haifa@sanantonio.gov
Kara	Marks	Environmental Scientist	Freese and Nichols, Inc.	817-821-2282	Kkm@freese.com
Adrian	Pena	Procurement Specialist III	CoSA	210-207-0634	adrian.pena@sanantonio.gov
Manuel	Garcia	Compliance Lead Analyst	Public Works	210-207-7872	Manuel.g.garcia@sanantonio.gov
Lance	Bissen	Sales Representative	JF Petroleum Group	2103830738	Lbissen@jfpetrogroup.com
Joshua	Triana	Co founder	Evolution solutions	2108851338	J.Triana@evosolcity.com
Alan	Garza	Founder & CEO	ParaComm Ventures, LLC.	(210) 420-2077	AlanGarza@paracommtx.com
Shawn	Beveridge	Regional Sales Manager	Lightning eMotors	970-792-5646	shawn.beveridge@lightningemotors.com
Amanda	Simmons	Assistant Operations Manager	COSA - AVI	210.207.3554	Amanda.simmons@sanantonio.gov
Joshua	Heiss	Special Projects	Aviation Department	210-393-4582	Joshua.heiss@sanantonio.gov
Javier	Tristan	President	E-GO Ride Inc	210-889-0267	javier@egotransoortation.com
Stephen	Newman	Airport Security Manager	San Antonio International Airport	210-207-1681	Stephen.newman@sanantonio.gov

ID	First Name	Last Name	Title	Organization	Phone Number	Email2
1	Kyle	Reding	Project Manager	Central Electric	2108654585	Kyle@centralelectricsa.com
2	Argali	Moctezuma	Electrical engineer	Freese and Nichols	2105386082	Argali.moctezuma@freese.com
3	Joshua	Heiss	Special Projects	Aviation Department	210-207-3847	Joshua.heiss@sanantonio.gov
4	Joshua	Triana	Partner relations	Paracomm Ventures	2108851338	J.triana@evosolcity.com
5	Alan	Garza	Owner & CEO	ParaComm Ventures, LLC.	2103624223	AlanGarza@paracommtx.com
6	Lance	Bissen	Sales Representative	JF Petro Group	2103830738	lbissen@jfpetrogroup.com
7	Joseph	Ramon	Procurement Manager	COSA	210-207-8310	<a href="mailto:joseph.ramon@sanantonio.gov">joseph.ramon@sanantonio.gov</a>