



ADDENDUM I

SUBJECT: Annual Contract for Manual Doors Repairs for CSF (IFB 6100019728), Scheduled to Close: June 3, 2026; Date of Issue: May 15, 2026

FROM: Jennifer Johnson
Procurement Administrator

DATE: June 4, 2026

THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED INVITATION FOR BID

Respondents and bidders shall be responsible for reading the entire addendum. All addenda issued for this solicitation shall be attached to and become part of the solicitation and resulting contract documents for this project. By submitting a response to a City solicitation, respondent/bidder is acknowledging the receipt of this addendum.

By virtue of this addendum, the specifications, requirements and amendments stated below become a permanent addition to the solicitation referenced above.

THE ABOVE MENTIONED INVITATION FOR BID IS HEREBY AMENDED AS FOLLOWS:

1. The opening date shall be extended to Wednesday, June 10, 2026, by 2:00 pm Central Time.
2. Add: Pre-Submittal Conference Sign In Sheet, this document will be posted as a separate file.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, RESTRICTIONS OF COMMUNICATION:

Question 1: Can the City confirm that standard “or-equal” parts from alternative suppliers are acceptable for repairs, provided manufacturer specifications sheets are submitted for approval as outline in Section 003?

Response 1: Yes. See Section 003 – Instructions for Bidders, Description of Supplies.

Question 2: To ensure exact compliance with Section 005, could the City confirm the required minimum aggregate limits for Commercial General Liability and Commercial Umbrella liability expected for this specific contract [cite: 318, 319]?

Response 2: See Section 005 – Supplemental Terms & Conditions, Insurance. The aggregate limit for CGL (Commercial General Liability) is \$2 million. The City is not requesting Commercial Umbrella liability.

Question 3: For administrative or technical clarifications regarding electronic submission via the SAePS portal, should those requests be routed directly to Vendor Support at vendors@sanantonio.gov as provided in Section 003?

Response 3: Yes. See Section 003 – Instructions for Bidders, Restrictions on Communication:

Vendors may contact the Vendor Support staff at (210) 207-0118 or by email at vendors@sanantonio.gov for assistance with vendor registration.

For Vendor assistance with SAePS Portal, you may contact vendor support at (210) 207-0118 or by email at vendors@sanantonio.gov with “SAePS Portal” on the subject line so responses can be expedited. Vendors can access the link below for instructions for creating a response in the SAePS portal.

<https://www.sa.gov/files/assets/main/finance/documents/procurement/response.pdf>.

<hr/> <p>Original Signature of Person Authorized to Sign Bid/Contract (Please Sign)</p> <hr/> <p>Signer's Name</p> <hr/> <p>Vendor Name</p> <hr/> <p>Vendor Address</p> <hr/> <p>City</p> <hr/> <p>State, Zip code</p>	<p><i>Regina Leal-Vandervort</i> on behalf of Jennifer Johnson</p> <hr/> <p>Procurement Administrator Finance Department, Procurement Division</p>
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