



Date: January 6, 2023  
To: All Vendors  
Subject: Addendum #1

**REFERENCE: P 015-23 TCEQ/Lead Service Line Survey for Public Water Systems**

This Addendum forms part of the contract and clarifies, corrects or modifies original proposal document.

**Question 1:** Minimum Qualifications, Item 3, Page 4, please clarify the indicated history of service related to the stated water utilities survey services.

**Answer 1:** Disregard the language of Water Utilities Survey Works; however, provide qualifications and experience of key personnel that will be assigned to this project, and a list of projects in water utility services.

**Question 2:** Clarify what is meant by acceptable electronic copy format?

**Answer 2:** Brownsville PUB will accept one (1) USB electronic copy and one (1) original paper copy.

**Question 3:** Proposal Submission Requirements, page 9 – Is there an overall page limit on the submission or per the individual sections noted?

**Answer 3:** No, there are no page limits.

**Question 4:** Proposal Submission Requirements, TAB 5: PRICE page 11 –clarify the requirements of the requested detailed pricing sheet.

**Answer 4:** Brownsville PUB prefers the cost be provided as a lump sum instead of hourly rate. Attached is the Revised Proposal Cost Sheet.

**Question 5:** Proposal Cost Sheet, page 13 – the table requests Total Cost per line item, the associated text discusses hourly rates. Clarify what is required?

**Answer 5:** Brownsville PUB prefers the cost be provided as a lump sum.

**Question 6:** Does BPUB have an estimate of the number and format (electronic, paper, spreadsheet, database etc.) of records to be reviewed?

**Answer 6:** Brownsville PUB doesn't have an estimate, however, we have "as built" plans in electronic and hard copies, a detailed electronic database with city map locating mains and service lines (GIS), and documentation from all lead service lines that have been removed in the 1980's.

**Question 7:** Provide the current number of service lines associated with this project.

**Answer 7:** Brownsville PUB has approximately 59,000 service lines based on current customer accounts.

**Question 8:** Can BPUB provide samples of the records to be reviewed for the project?

**Answer 8:** Not at this time, however, the selected firm will have access to all records.

**Question 9:** If paper documents are to be reviewed, can those documents be converted to an electronic format or taken off site, or will the consultant be required to review those records at a BPUB office?

**Answer 9:** The documents can be converted into electronic format and taken off site.

**Question 10:** Will the work involve updating any existing BPUB databases, or other software systems?

**Answer 10:** No, it is just TCEQ Service Line Inventory Template, Checklists, and any supporting documentation.

**Question 11:** Page 16, bullet D –clarify the proposed assistance with service line consumer notifications.

**Answer 11:** This service is optional –assisting BPUB Public Relations Department with customers, when a lead service line is identified.

**Question 12:** Page 16, Training – is there an estimate of the number of employees to be trained?

**Answer 12:** The Water/Wastewater Department has approximately 200 staff members.

**Question 13:** On page 10, it has the 6 wanted tabs, however it is a total of 7 tabs including Responsibility Matrix. Please clarify

**Answer 13:** The proposal format shall be as follow:

(a) The proposals must be structured, presented, and labeled in the following manner:

Tab 1 – Table of Contents

Tab 2 – Project Work Plan

Tab 3 – Key Personnel

Tab 4 – Background and Experience

Tab 5 – Price (page 13)

Tab 6 – Responsibility Matrix

Tab 7 – Certifications and Other Required Forms

**DO NOT FILL IN PRICING WHEN ACKNOWLEDGING RECEIPT OF THIS ADDENDUM**

The signature of the company agent, for the acknowledgement of this addendum, shall be required. **Complete information below and return via e-mail to: [hlopez@brownsville-pub.com](mailto:hlopez@brownsville-pub.com) or e-fax (956) 574-6109.**

I hereby acknowledge receipt of this addendum.

**Company:** \_\_\_\_\_

**Agent Name:** \_\_\_\_\_

**Agent Signature:** \_\_\_\_\_

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

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

**Phone Number:** \_\_\_\_\_ **E-mail address:** \_\_\_\_\_

If you have any further questions about the Proposal, call 956-983-6375.

*Hugo E. Lopez*

BY: Hugo E. Lopez  
Purchasing

**REVISED PROPOSAL COST SHEET**  
**P015-23**

The undersigned Firm, having read and examined the requirements and specifications for the above, proposes to perform the services set forth in the Original Proposal. The undersigned Firm hereby proposes to furnish the following product, as described herein:

	DESCRIPTION	TOTAL COST
1	Lead Service Line Inventory Survey	\$
2	Lead Service Line Replacement Plan	\$
3	Public Education/Outreach (optional)	\$
TOTAL LUMP SUM:		\$
ADDITIONAL SERVICES (if applicable) List on separate sheet of paper, if needed		

NOTE: Total Cost should include proposed fees for the items described under the scope of services section, to include training, travel, lodging, and miscellaneous expenses.

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

Authorized Company Representative: \_\_\_\_\_

Authorized Company Representative: \_\_\_\_\_

Signature (Failure to sign proposal will disqualify it)

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

\_\_\_\_\_

Telephone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

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