



City of San Antonio

ADDENDUM I

SUBJECT: Annual Contract for Park Identification Signs and Logo Plates, Invitation for Bid, (IFB 6100007697), Scheduled to Open: September 30, 2016; Date of Issue: September 14, 2016

FROM: Paul J. Calapa, Procurement Administrator

DATE: September 28, 2016

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

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

1. THE IFB OPENING DATE IS HEREBY EXTENDED TO OCTOBER 5, 2016, 2:00 PM CENTRAL TIME.
2. Change 004 – Specifications/Scope of Services, A. Service Details, 1. Change to read as: “The Parks and Recreation Department will provide the vendor with a listing of the Park Name(s) that require signs to be made. Vendor shall provide electronic image proofs to scale of Identification (ID) Sign and Logo Plate within 2-4 business days via email attachment to Parks and Recreation Department (See Exhibit 1.). A purchase order will be issued to the vendor upon Parks and Recreation review and approval proof.”
3. Change 004 – Specifications/Scope of Services, A. Service Details, 3. Change sentence to read as: “Vendor shall manufacture and deliver signs to Parks and Recreation Department within 10 business days of receipt of Purchase Order.”
4. Change 004 – Specifications/Scope of Services, B. Materials. Change sentence to read as: “Identification (ID) Sign: Cold Rolled Steel 12-gauge (7/64” thickness).”
5. Change 004 – Specifications/Scope of Services, B. Materials. Change sentence to read as: “Logo Plate: Cold Rolled Steel sheet metal (3/16” thickness).”
6. **ADDED:** Attachment I. Redacted 9-21 Pre-Submittal Conference Sign-in Sheets. Attached as a separate document.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003, PRE-SUBMITTAL CONFERENCE

On September 21, 2016, the City of San Antonio hosted a Pre-Submittal conference to provide information and clarification for the Annual Contract for Parks Identification Signs and Logo Plates. 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: What does "API" stand for?

Response: API stands for Affirmative Procurement Initiative

Question 2: Are samples of the signs required with bid submission?

Response: No. Samples of signage are not required with your bid submission.

Question 3: What type of Sheet Metal are you requesting – Hot Rolled Steel, Cold Rolled Steel or Pickled and Oiled Steel?

Response: Cold Rolled Steel

Question 4: Is the sheet metal galvanized?

Response: No the sheet metal is not galvanized.

Question 5: Why is the City of San Antonio not going with aluminum signage material as it is softer than metal?

Response: The main reason the City of San Antonio is not going with aluminum is due to vandalism and theft of the signage.

Question 6: Why are you using a Decal as opposed to cutting into the metal?

Response: For ease of repairs in the event the signage is vandalized.

Question 7: Are the Anti-Graffiti to be applied to both Identification Signs and Logo Plates?

Response: Yes. Please refer to Section 004- Specifications/Scope of Services: I. Finishing.

Question 8: Is delivery time of 2-4 days applicable for finished product or prototype? When is final delivery?

Response: Please refer to Amended Item 2 above.



Paul J. Calapa
Procurement Administrator
Finance Department – Procurement Division

PJC/rs