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## ADDENDUM NO. 1

Date: March 14, 2019

To: All Interested Parties

From: Kim Robbins, Senior Buyer

Re: **RFP No. 18-0116 Electric Motor Repair and Reconditioning Services**

The following additions, deletions, changes or clarifications to RFP No. 18-0116 are hereby issued as a part of the originally issued documents for the above referenced project as fully and as completely as though the same were included therein.

1. Please use the REVISED Solicitation Checklist attached in this addenda to include with your submittal. (RFP original page 22). Three changes noted below:
  - Attachment F Felony Conviction Notice has been removed/deleted and is no longer required
  - Changed Attachment F to TGC 2252.152 Certification Form
  - Changed Attachment G to – Acknowledgement Form
2. Please use the updated EXHIBIT 3 – Business Information and Qualifications Forms.
  - Attachment F – Felony Conviction Notice removed
  - Changed Attachment F to TGC 2252.152 Certification Form
  - Changed Attachment G to – Acknowledgement FormA [PDF fillable format](#) is downloadable from the San Jacinto River Authority website at website <http://www.sjra.net/purchasing/bidopportunities/>

Questions received:

Question 1.) I did not see any list of motors to be serviced, nor location. Can you send list of motors by HP, RPM, Voltage, Frames Size, Horiz/Vert., Type (Induction, Wound Rotor Motor, or Synchronous and location of where they are located.

Question 2.)

Can you advise what you have spent on a yearly basis or what you anticipate to spend this year?

See below for responses:

Division	Voltage	HP	Manufacturer	Service	Approx. Number	Approx. FY Spend
G&A	None at this time, may add to contract at later date.					
GRP	480-4160	75-1000	Siemens, US Motors	Horizontal, Vertical	26	Unknown; motors installed for 5 years
Lake Conroe	None at this time, may add to contract at later date.					
Highlands -LHPS	2300- 2390	200	GE	Pumping station	1	Unknown
		125-200	FAIRBANKS- MORSE		1	
		200	FAIRBANKS - MORSE		2	
Highlands -ECTPS	460	40	GE	Pumping station	2	Unknown
Woodlands	208-480	20-450	US Motors Toshiba Siemens Baldor GE	Vertical- Wells; Horizontal- Blowers	140	\$50K

Location of Motors:

- General and Administration Division (G&A) – 1577 Dam Site Road, Conroe, Texas 77304 (none at this time)*
- GRP Division – 11998 Pine Valley Drive, Conroe, Texas 77304 (motors are located at this address)*
- Lake Conroe Division – 1561 Dam Site Road, Conroe, Texas 77304 (none at this time)*
- Highlands Division – 1108 E. Canal, Highlands, Texas 77562*

Addresses:

**East Canal Transfer Pump Station (ECTPS):**

8830 1/2 Haney Road  
Highlands, Texas 77562

**Lake Houston Pump Station (LHPS):**

16847 FM 2100 Road  
Crosby, Texas 77532

- Woodlands Division – 2436 Sawdust Road, The Woodlands, Texas 77380 (motors are located in a five square mile area of the Woodlands)*

**Clarifications:**

**Currently, 20 HP Motors and under are handled internally.**

**SJRA does not guarantee any amount of business under this RFP; the information provided above are estimates only.**

**Bearings are to be returned to Woodlands Division.  
GRP and Highlands Divisions do not want the old bearings returned.**

Provisions not amended or supplemented remain in full force and effect.

Please acknowledge receipt of this addendum with signature and date and return with completed Proposal. Failure to do so may cause your Proposal considered non-responsive.

*I acknowledge Receipt of Addendum No. 1*

\_\_\_\_\_  
*Authorized Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Company Name*

**REVISED - SOLICITATION CHECKLIST**

**ADDENDUM NO. 1**

<b>Check when Completed</b>	<b>Task to be Completed by Respondent</b>
	Review Exhibit “1” – Miscellaneous Services Agreement (for review only)
	Note: Exhibit 2 is left out intentionally
	Cover sheet
	Solicitation number
	Proposer’s name
	Solicitation Checklist
	Document how respondent meets minimum qualifications (requirements in Item #4)
	Provide detail to support evaluation criteria <b>include sample quote and sample invoice</b>
	Review and Complete Forms from Exhibit 3:
	Attachment A – Business Overview Questionnaire and Form <b>with signature</b>
	Attachment B – Submission Exceptions Form <b>with signature</b>
	Attachment C – References, Schedule and Budget Compliance Forms
	Attachment D – Conflict of Interest Form – <b>with signature</b>
	Attachment E – Verification Company Does Not Boycott Israel <b>with signature</b>
<b>Delete</b>	<del>Attachment F – Felony Conviction Notification with signature</del>
	<b>Attachment F</b> – Texas Government Code 2252.152 Certification Form
	<b>Attachment G</b> – Acknowledgment, <b>with signature</b>
	<b>Hard Copy Submission:</b> SJRA requires one (1) original
	<b>Electronic Copy:</b> SJRA requires submission of one (1) electronic PDF copy via USB flash drive (memory data stick)
	Complete Exhibit 4 – Pricing Sheet

**Submit response, with plain section dividers marking each section, in the following order:**

<b>Order for Submission</b>	<b>Document</b>
1	Cover Sheet and Submission Materials
2	Table of Contents
3	Transmittal Letter
4	Completed Solicitation Checklist
5	Review and Complete Forms from Exhibit 3:
6	Attachment A – Business Overview Questionnaire and Form
7	Attachment B – Submission Exceptions Form
8	Attachment C – References, Schedule & Budget Compliance Form
9	Attachment D – Conflict of Interest Form
10	Attachment E – Verification that Company does not boycott Israel
<del>11</del>	<del>Attachment F – Felony Conviction Notification</del>
12	<b>Attachment F</b> – Texas Government Code 2252.152 Certification Form
13	<b>Attachment G</b> – Acknowledgment
14	Exhibit 4 – Pricing Sheet