



ADDENDUM  
PURCHASING OFFICE  
CITY OF AUSTIN, TEXAS

INVITATION FOR BID NO: **GGU0157** ADDENDUM NO. **1** DATE OF ADDENDUM: **January 14, 2016**.

This addendum is to incorporate changes to the following solicitation document:

- 1) Extend BID DUE PRIOR TO: from 2:00 PM ON January 20, 2016 TO **2:00 PM ON January 27, 2016**.
- 2) Extend BID OPENING TIME AND DATE from 2:15 PM ON January 20, 2016 TO **2:15 PM ON January 27, 2016**.
- 3) Q: Are the bond requirements outlined accurate?  
**A:** Yes.
- 4) Q: If so would AE be willing to supply bond for their payment and performance?  
**A:** No.
- 5) Q: The winning bidder is the company at risk not AE. The requirement of any bond restricts and modification as each time a modification is made a new bond would need to be applied for.  
**A:** A Performance Bond guarantees that should the Contractor fail to perform the Contract, the Bonding Company will provide another Contractor with the skills and qualifications to complete the Contract or provide the funds to re-solicit the Contract and make the City whole. The Payment Bond is to protect any Sub-Contractors or Suppliers should the Contractor fail to pay for the services or goods supplied to the Contractor under the Contract. The Bonds are to protect the City (and its taxpayers) and the companies that in good faith supplied materials and/or services under this Contract. The type of Bond you are referencing applies mostly to Construction and not for the services under this solicitation.
- 6) Q: What will be the “start date” for the services? What are the projected dates for awarding the contract and start date of the contract?  
**A:** Change 3.5 of Section 0500 (Scope of Work) from 30 days ramp up period to 90 days ramp up period from contract execution. Late March, early April.
- 7) Q: Will AE offer early payment discounts?  
**A:** No, payment terms are net 30 per 13.A of Section 0300 (Standard Purchase Terms and Conditions).
- 8) Q: Is it possible to login to review a sample of ticket history?  
**A:** No, only OneCall personnel can log into the system.

Does the Korterra system allow previous 12 month history of ticket volume by month? If so please provide:

- 9) Q: Regular notice tickets?  
**A:** Yes, please see chart below.
- 10) Q: Emergency tickets during normal working hours?  
**A:** Yes, please see chart below (can only provide emergencies normal/after hour together).
- 11) Q: Emergency tickets after hours?  
**A:** No, (can only provide emergencies normal/after hour together).

- 12) Q: Average length of locate area on a ticket requiring marking?  
**A:** No.
- 13) Q: % of tickets requiring marking vs % of tickets that are Site Visited and cleared?  
**A:** Yes
- 14) Q: On large project type of tickets, where to complete the locate would take in excess of one (1) hour is there any consideration giving for billing increments?  
**A:** There is no consideration based on hours; however, refer to 16A (below) for more information.
- 15) Q: To your knowledge are there any large projects under consideration for the City of Austin such as google fiber or sewer/water rehab work that would take place during the term of this contract? If so, is there any consideration on how these tickets would be billed?  
**A:** Google Fiber is ongoing around Austin. No, any projects would follow the same billing rate and process as described in the Solicitation.
- 16) Q: Please give further definition to your section 2.0 Definition of Terms for LOCATE. Does this mean you expect 1,000 feet of marking to be put down regardless of the ticket request or simply that AE will issue a ticket to the locator for any work within 1,000 of AE facilities for the locator to determine what markings are required?  
**A:** Any locate 0' < 999' = one charge, over 1000' additional charge, and every 1000' thereafter additional charge.
- 17) Q: Under the "Supplemental Purchasing Provisions" Section 11 (WORKFORCE SECURITY CLEARANCE AND IDENTIFICATION (ID)) has the requirement for certified criminal reports with fingerprinting and this section states that checks must be completed at least 30 days prior to commencing work and also notes that federal checks can have up to a 4-6 week delay. This is in conflict with the SOW section 3.5 stating that the Contractor will have 30 days from Contract Execution to prepare and provide services. Can you clarify on how AE would address this conflict of terms?  
**A:** Change 3.5 of Section 0500 (Scope of Work) from 30 days ramp up period to 90 days ramp up period from contract execution refer to 6.A above.
- 18) Q: How often does the City pay by credit card? Is there a history of that type of payment on this contract  
**A:** There will be no payments made by credit card on this contract. No.

Section 5.0 Technical Specifications - *"If Contractor utilizes an internal ticket management system in addition to KorTerra, AE must have full access to billing information and Contractor's post-locate photos stored in Contractor's internal ticket management system"*

- 19) Q: We assume AE is simply asking for visibility/transparency to monthly billable detail as well access to our internal ticket management system which shows our post-locate photos?  
**A:** Correct, from the customer portal, AE needs to be able to retrieve individual ticket info (Service, Streetlight Primary, Etc.) and post locate photos that have sufficient detail to determine total footage marked by contract locator.

Section 7.0 Performance Objectives – Subsection 3 *"Contract Supervisor shall meet AE operations point of contact at damage site within three (3) hours of being notified by AE to assess damage"*

- 20) Q: Can Contract Supervisor be changed to Contract Representative?  
**A:** Yes, Contract representative is ok, not necessarily a Supervisor.

Section 7.0 Performance Objectives – Subsection 5.8 *"Additionally, Contractor shall include content in the notes section of KorTerra why the contractor cleared the ticket"*

- 21) Q: The current contractor provides content on the notes section in contractor's internal ticket management system which AE has access to via contractor's customer portal and contractor believes this existing process is sufficient. I assume AE would allow this process to continue?

**A:** AE requires contractor to enter descriptive notes for each ticket in customer portal and Korterra for AE to determine reason why a ticket has been cleared. Furthermore this information is needed for internal team audit function as required by AE ISO Quality Management Program.

Section 2.0 Definition of Terms - *“Locate Shall* be defined as a Notice of Excavation received from Austin Energy by the excavator for the purpose of clearing /identifying and/or marking the locating of AE underground facilities within a distance of 1,000 feet of any continuous linear dig area.

22) Q: Is this stating that the Normal Locate Request and Emergency Locate Request tickets are per 1,000 feet of locating?

**A:** Yes

23) Q: Thus, if a ticket was 2,000 feet of locating the ticket price would be multiplied by 2 since it is two 1,000 foot increments?

**A:** Yes

24) Q: Would AE consider allowing the contractor to submit a rate schedule based on 500 foot increments instead of 1,000 since 1,000 feet could easily take more than 1 hour and possibly up to 4 hours or pricing after 30 minutes of locating AE’s facilities?

**A:** No.

25) Q: In 3.4 of the Scope of Work Section 0500 - Does this mean AE would like to have locators with 3 years’ experience but will require a minimum of one year?

**A:** No, locators should have at least three (3) years of experience working on energized conductors and equipment such as encountered with electrical distribution construction and/or maintenance. Locators shall have at least one (1) year of experience working on energized underground electrical distribution conductors and facilities.

26) Q: In 5.0 of the Scope of Work Section 0500 - As long as our system interfaces with KorTerra, we understand that AE will consider our system in compliance as long as AE has full access to billing and post-locate photos. Additionally, AE will have the ability to push locate requests and pull job completion status. Is this correct?

**A:** Yes.

	V	W	Y
	PROCESSED TICKETS	TOTAL TEXAS 811 TICKETS	TICKETS DISPATCHED
January 2015		5271	2602
February 2015		5307	2733
March 2015		6244	3427
April 2015		6868	3989
May 2015		5562	3069
June 2015		6684	4546
July 2015		7198	4006
August 2015		6609	3564
September 2015		7603	4293
October 2015		8086	4633
November 2015		6604	3889
December 2015		7264	4492

