



GUAM WATERWORKS AUTHORITY

Gloria B. Nelson Public Service Building • 688 Route 15, Mangilao, Guam 96913 • Tel. (671) 300-6035

Invitation To Bid: IFB-04-ENG-2020
Northern Guam Lens Aquifer (NGLA) Monitoring System Rehabilitation
Project For The Guam Water And Wastewater Infrastructure Improvements
Program
GWA Project No. W20-002-OEA

Addendum No.: 1

Date: July 16, 2020

All Qualified Bidders:

This addendum is issued to modify the previously issued bid documents and/or given for informational purposes, and is hereby made a part of the bid documents. Failure to acknowledge receipt of this addendum within your bid shall be grounds for the bidder's disqualification and rejection of the bidder's proposal.

1. Pre-Bid Meeting Requirements:

The Pre-bid meeting will be held virtually using Microsoft Teams on-line conferencing. No Microsoft Teams software or Microsoft account is necessary to access the meeting.

Attendees for the pre-bid must register in advance on or before **Monday July 20, 2020** (Note that Tuesday July 21, 2020 is a Government of Guam holiday) by sending the following details via email to gpbensan@guamwaterworks.org.

Company Name
Representative attending
Email address
Telephone number

As noted in the Invitation to Bid, all bidders are requested to participate.

A Teams Meeting invite will then be sent to each registered attendee to access the meeting.

Attendees will have two options to join:

- a. Using a computer for audio and video
- b. Video only with audio through a phone.

Instructions for both connection types are attached.

Bidders are also notified to visit GWA website: www.guamwaterworks.org to ensure that addenda to the bid, answers to questions, and reminders are communicated to all bidders throughout the solicitation process.

A handwritten signature in blue ink, appearing to read 'Miguel C. Bordallo', with a long horizontal flourish extending to the right.

MIGUEL C. BORDALLO, P.E.
General Manager

Attachment(s):

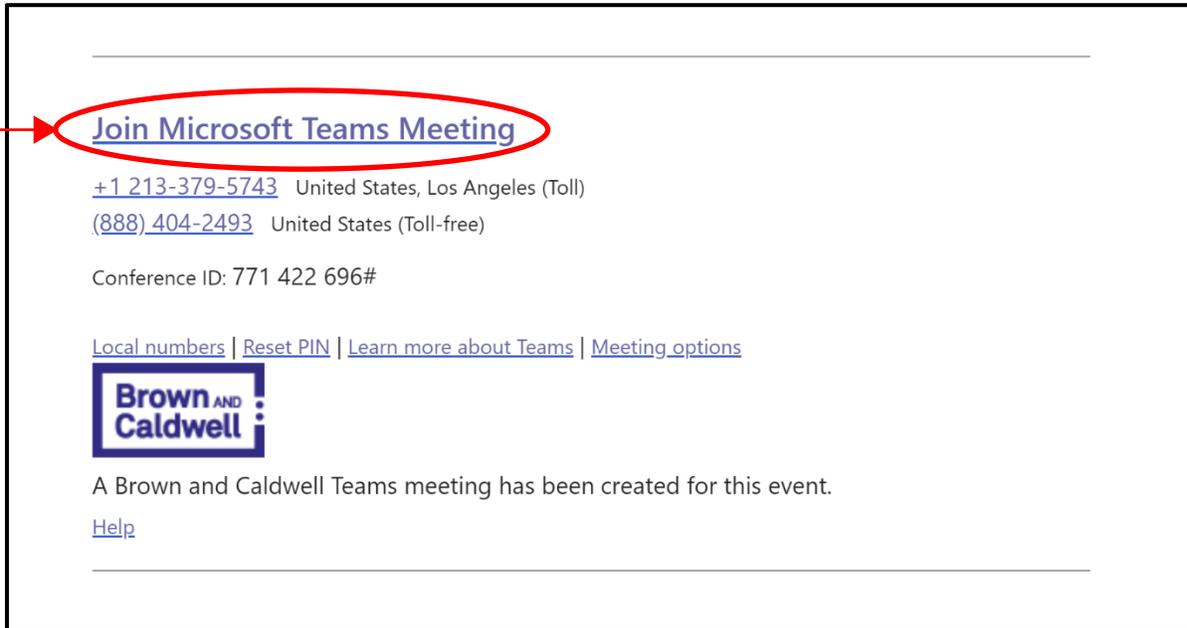
- Instructions: JoinThroughWebBrowser
- Instructions: JoinThroughComputerandPhone

MCB;gb

Procedure to join virtual Pre-Bid Meeting through a computer/workstation AND telephone.

This process must be followed if your computer or workstation is not equipped with a microphone or speakers. Joining through your computer or workstation enables you to view the presentation. Dialing-in using your telephone or cellphone will enable you to hear and speak during the meeting.

Step 1: Click “Join Microsoft Teams Meeting” from the email meeting invitation.



Step 2: Depending on your computer configuration, select “Continue on this Browser” OR “Join on the Web Instead” (see photo on next page)

How do you want to join your Teams meeting?

-  **Download the Windows app**
Use the desktop app for the best experience.
-  **Continue on this browser**
No download or installation required.
-  **Open your Teams app**
Already have it? Go right to your meeting.

Or:

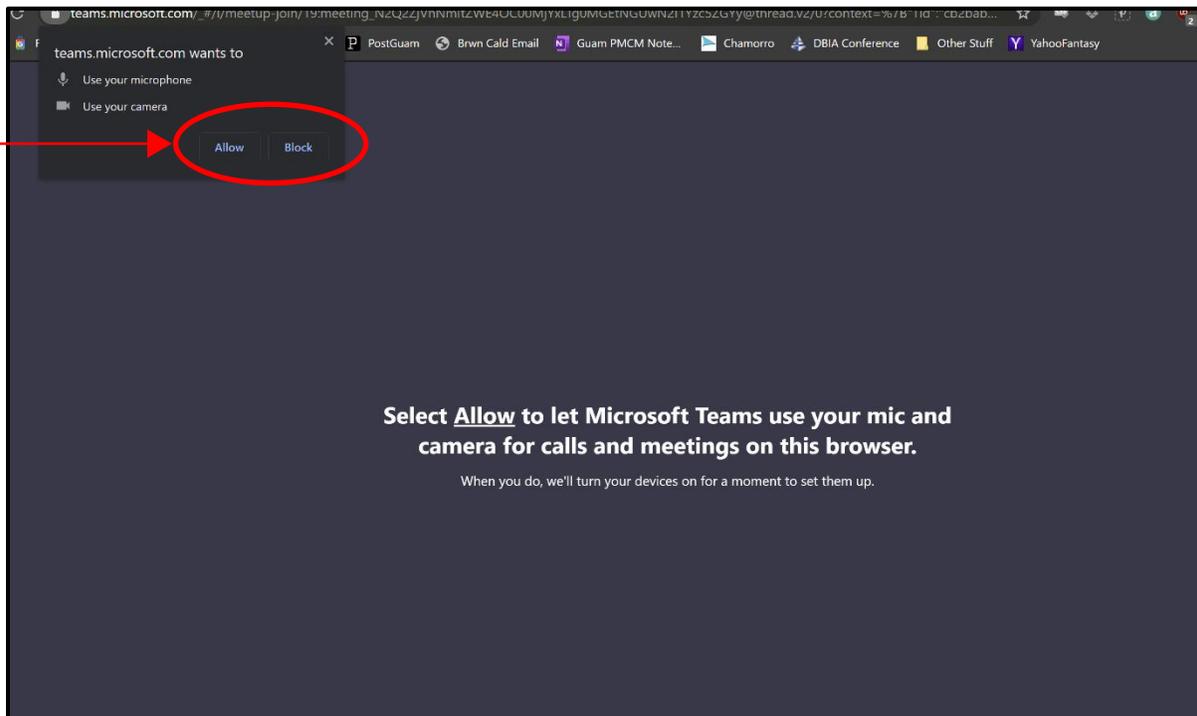


Experience the best of Teams meetings with the desktop app

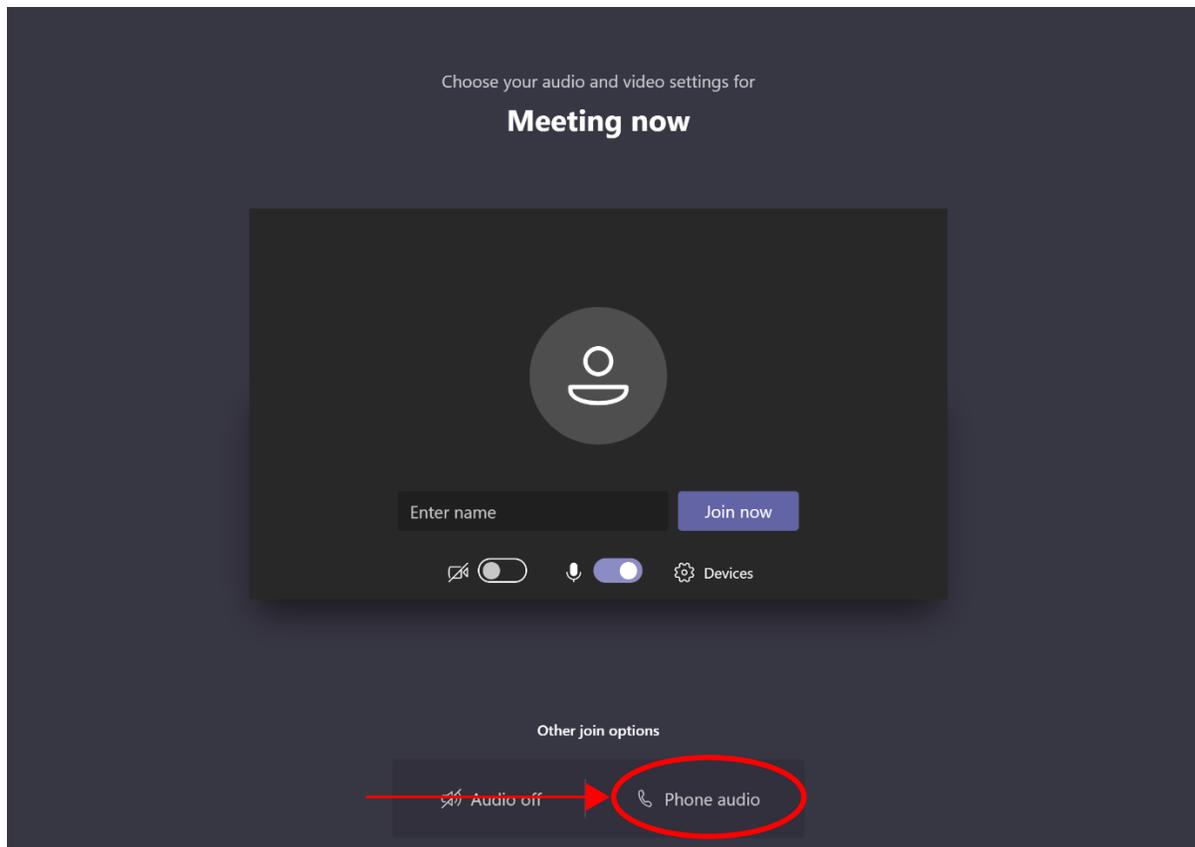
[Download the Windows app](#) [Join on the web instead](#)

Already have the Teams app? [Launch it now](#)

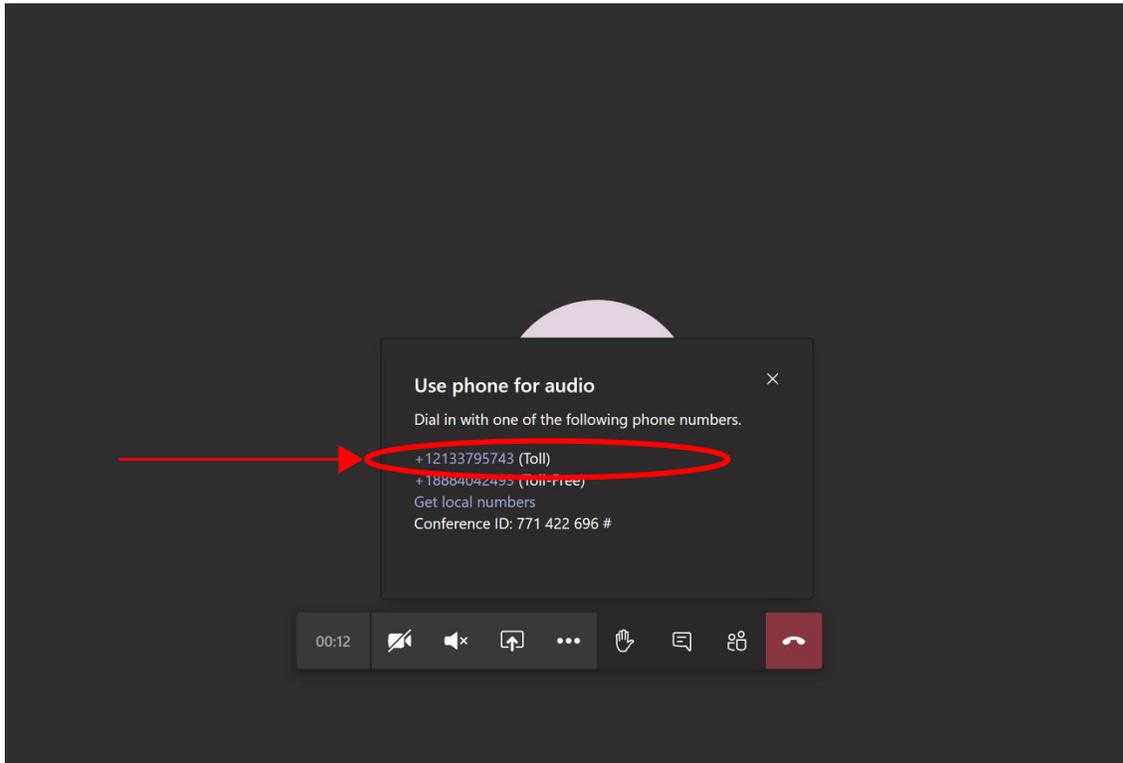
Step 3: If prompted, click Allow at the top left.



Step 4: Enter your name and select "Phone Audio"



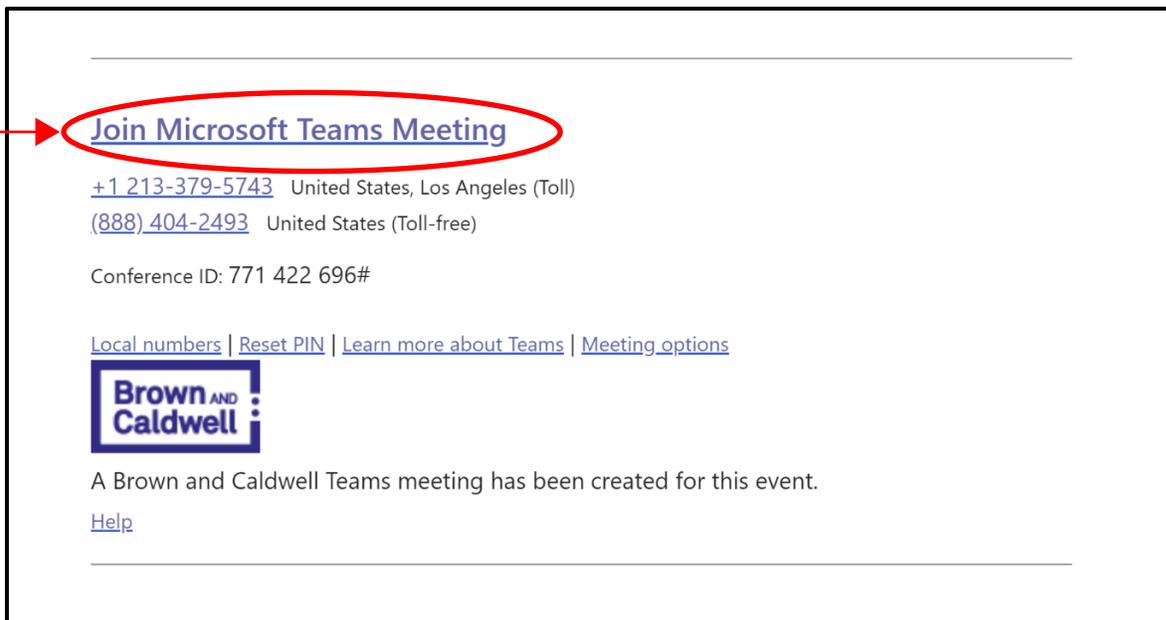
Step 5: Dial the **Toll** number from your cellphone or landline and enter the conference ID number. Please note that the Toll Free number listed will not work for this meeting.



Procedure to join virtual Pre-Bid Meeting through a computer/workstation via web browser.

This process must only be followed if your computer or workstation is equipped with a microphone or speakers. Both audio and visual presentations will be heard and seen through your desktop. Note that the procedure below is for joining the meeting through your web browser. Your web browser must be the latest Google Chrome, Microsoft Edge, or Mozilla Firefox to be compatible.

Step 1: Click “Join Microsoft Teams Meeting” from the email meeting invitation.



Step 2: Depending on your computer configuration, select “Continue on this Browser” OR “Join on the Web Instead” (see photos below)

How do you want to join your Teams meeting?

-  **Download the Windows app**
Use the desktop app for the best experience.
-  **Continue on this browser**
No download or installation required.
-  **Open your Teams app**
Already have it? Go right to your meeting.

Or:

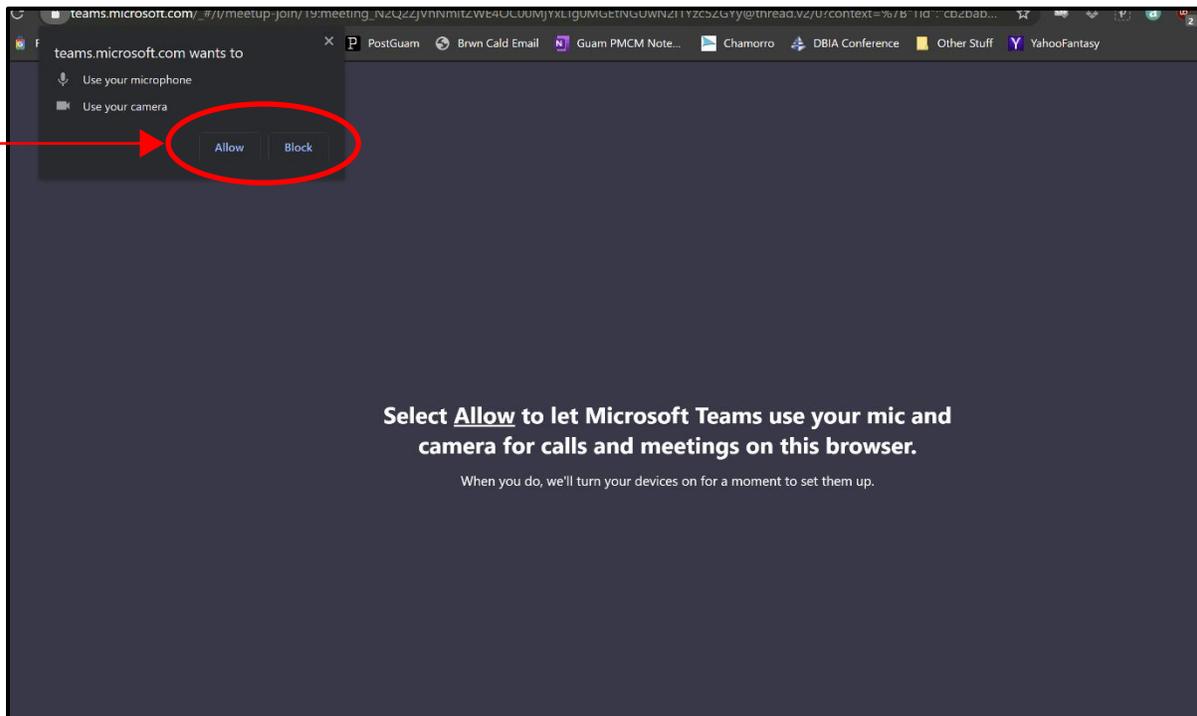


Experience the best of Teams meetings with the desktop app

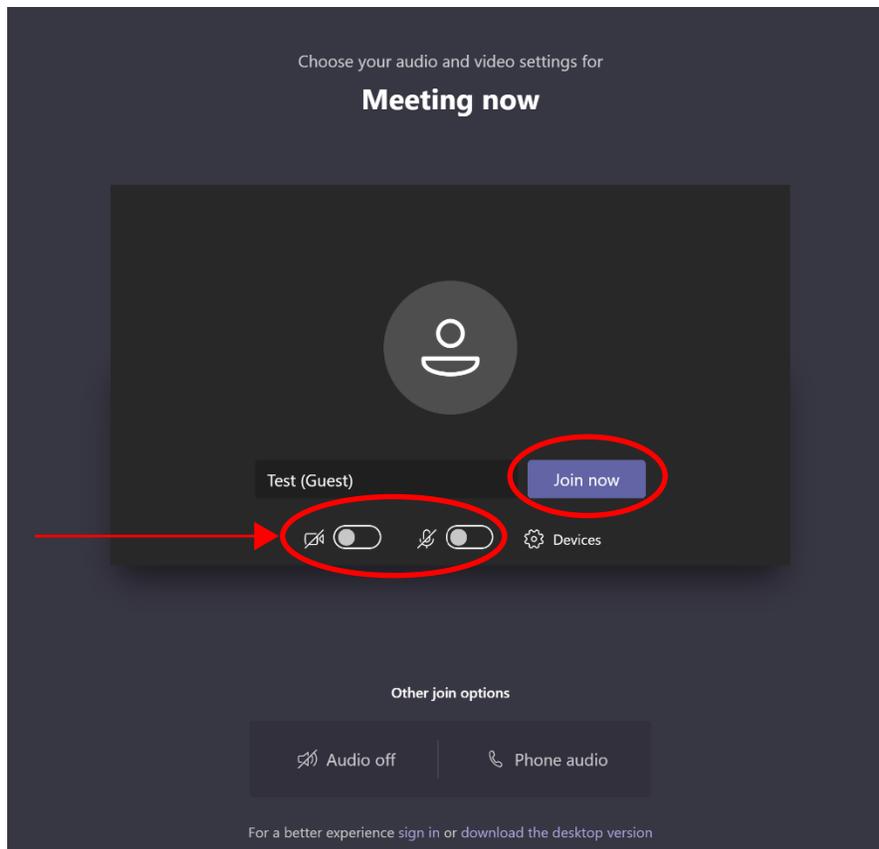
[Download the Windows app](#) [Join on the web instead](#)

Already have the Teams app? [Launch it now](#)

Step 3: If prompted, click Allow at the top left.



Step 4: Enter your name, disable video, disable microphone, and click "Join now."



Step 6: You will now be joined into the meeting. To enable your microphone to ask a question, click the microphone button in Microsoft Teams.

