



SAN ANTONIO WATER SYSTEM

PRODUCT SUBMITTAL APPLICATION

General:

The San Antonio Water System (SAWS) desires to incorporate high quality, cost-effective materials and products into the water production and distribution system; the wastewater collection and treatment system; and the recycled water supply system at competitive prices. This is done, when possible, through an open bidding process utilizing specifications provided by the user department and reviewed by the Product Standards Committee.

This application is utilized to insure an orderly process for review and approval of a specific product. Items furnished must conform to product specification criteria and to other conformance standards identified by the using area. After review by the functional user, a recommendation is made to the Product Standards Committee. The Contracting Department shall then advise the applicant of the Committee's decision whether to incorporate the product into the infrastructure or not.

Instructions:

Each applicant will include all necessary information to evaluate the product. Specific data listed below must be submitted in full. Please insert the information in a three-ring binder. Label and tab each section with the item number corresponding to the list below. No application can be reviewed until the submittal is complete. Failure to provide full product disclosure information may be grounds for disapproval of the product. Approval of a specific manufacturer(s) product through this applications process does not obligate or infer that the item will be purchased for incorporation into the San Antonio Water System infrastructure.

In order that each application is given individual attention, the Product Standards Committee selects a SAWS technical representative. Mr. Robert Cruz will handle all questions on this product application at (210) 233-3274. This person is your SAWS contact. A total of four (4) copies, and (1) VHS Tape or (1) electronic copy on a CD of the completed data requested shall be presented in 3-ring binders, properly identified with items divided by tabs. Address submittal to:

Product Standards Committee
San Antonio Water System
3930 E. Houston St.
San Antonio, Texas 78220
Attn: Robert Cruz

Required Submittal Items:

1. Complete information requested on attached form (Item 1.) This identifies the product manufacturer, and includes the representative and intended application of the product.
2. Complete information on client references and locations where the product has been used. Attached form (Item 2) is provided for your use. The San Antonio Water System will contact some or all of the references listed regarding product performance, ability to meet delivery schedules and general acceptance by the user.
3. Describe detailed technical information regarding the specific product. Information that should be included:
 - a. Relevant industry standards (ASTM, ANSI, AWWA, etc.) Special manufacturing processes and quality control measures used in the manufacture and installation of your product.
 - b. Copies of relevant referenced specifications or standards.
 - c. Applicable Material Safety Data Sheets (MSDS) and National Sanitation Foundation (NSF) test results on all products used, or that is in contact with potable water or otherwise may provide an exposure to our customer, operations, or maintenance personnel.
 - d. Specifications for the proposed product; Specifications must be submitted in SAWS format or standard specifications.
4. Indicate if there are any special design conditions (such as pipe size) or installation requirements for optimal performance of the product. Where appropriate, include data required for proper application of the product. Indicate relevant safety factors, pressure, temperature, or environmental limits.
5. If the product does not conform to current SAWS specifications, note any exceptions and your justification (technical details, installation, safety, etc.) for requesting an exception be considered. Lower cost or faster deliveries are only justified if quality; ease of installation, safety of operation, etc. is not compromised.
6. Where inclusion to a current list of “approved manufacturers” is sought, provide certifications of compliance to applicable SAWS specifications, standards and codes where applicable.
7. If appropriate, engineering design criteria, manufacturer’s shop fabrication drawings of the product must be submitted. Our SAWS technical representative may also request field installation guides, dimensional drawings, part lists and copies of applicable O&M manuals. These documents will indicate that they were prepared under the supervision of a Registered Professional Engineer or other recognized authority in the state of the manufacturer. Should engineer certification not be a part of the standard printed documents, a letter should be provided from the manufacturer that the Engineering Design Guide was prepared under the supervision of a Registered Professional Engineer.

8. standards and applicable SAWS specification established for the product. Independent testing laboratory compliance test shall also be included where practical.
9. Provide information relating to patents licenses and/or franchises held on the product. Include specific descriptions and relevant data such as patent (license) number and date issued.

Tab Item 10 allows you to provide any other related information. Although not required, your application submittal may include other data to assist the technical representative in evaluating the product for use on SAWS projects. This information could include brochures, videotapes, product samples and/or photographs. The Committee cannot be responsible for return or materials supplied. (One (1) copy of a CD and product samples are sufficient for SAWS review.)

Tab Item 11 allows you to discuss the advantages of your product. Compare your product to others in the industry. Identify the various types of training materials and assistance your company can provide. List some examples that are available at nominal additional cost, or compare the life cycle costs of an installation using various products that may be used by this utility.

By signing this “Product Submittal Application,” you acknowledge that you have read, understand, and to the best of your ability, have compiled with the intent of this form.

Signature and Title of Responsible Company Representative

Date of Submittal

Note for SAWS Technical Representative:

This blank form will be supplied to the vendor at the time you wish to consider his/her product. A copy of the form will also be sent to the Chairman of the Product Standards Committee and the Purchasing Department. Fill in the preliminary information below prior to sending form:

Product being considered: _____

Manufacturer/Supplier representative: _____

Department user representative: _____

Date of initial contact/form given to applicant: _____



**SAN ANTONIO WATER SYSTEM
PRODUCT STANDARDS COMMITTEE**

PRODUCT SUBMITTAL APPLICATION

Lead Reviewing Officer _____ Application Number _____

Date Received _____ Date Responded _____

Item 1 General Information:

Product Description / Model Number _____

Manufactured By _____

Authorized Contact (s) _____

City, State, Zip Code _____

Telephone _____ FAX _____

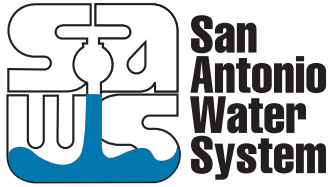
Local Representative

Individual contact (s) _____

City, State, Zip code _____

Telephone _____ FAX _____

Product Application (s) _____



ITEM 2. EXISTING INSTALLATIONS TO PRODUCT PAGE ____

Installation Date	Quantity (Size, Diameter, Length)	Location (Include City and Country)	Client/Contact Person (Name, Address and Phone Number)	Total Construction Cost	Years In Service