



# CITY OF HOUSTON

**Annise D. Parker**

Mayor

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December 27, 2013

**Subject:** Letter of Clarification No. 1 to Invitation to Bid No. S50-C24829 for Structural Remediation for the General Services Department

**To:** All Prospective Bidders:

This letter of Clarification is being issued for the following reasons:

- **To revise Section “A” of the Bid Document, Section “B” Scope of Work/Technical Specifications and respond to questions posed by perspective bidders:**

- 1.) Remove Page Nos. 3 & 10 of 36 and replace with Page Nos. 3 & 10 of 36 marked, **REVISED 12/27/2013.**
- 2.) The following questions and City of Houston responses are hereby incorporated and made a part of the Invitation to Bid:

**Question No 1:** The masonry walls that will be erected by this contract; will the masonry walls be painted by the City?

**Answer:** Yes.

**Question No. 2:** Will the work hours will be regular hours from 7:00AM to 4:00PM?

**Answer:** Yes. The Contractor may, however, work longer hours or on weekends. The Contractor must, however, notify the City two days in advance of its intent to work longer hours or on week-ends.

**Question No. 3:** Will badging be everyday or for the duration of the project?

**Answer:** The Contractor and its employees working on this project shall be required to have a background check performed prior to starting the project. Once cleared, the Contractor’s employees will check in daily at the “Visitors’ Reception” desk at the front of the complex.

**Question No. 4:** I wish to inquire if you have had the opportunity to conduct the required inspections for Asbestos-Containing Materials in these structures, based upon the Federal NESHAP (National Emission Standards for Hazardous Air Pollutants) and Texas TAHPR (Texas Asbestos Health Protection Rules) regulations. These inspections are necessary for the health and safety of all working there, as well as for regulatory compliance.

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**Answer:** The City of Houston's General Services Department (GSD) has an environmental group that monitors all construction projects managed by GSD, and ensures all rules and regulations applicable to the projects are met. See the link below to view the asbestos report for this project.

<https://purchasing.houstontx.gov/buyer/BidDocumentManager.aspx?id=C24829>

**Note: No further questions will be accepted after the publication of this Letter of Clarification.**

When issued, Letter(s) of Clarification shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Purchasing Division and the applicable City Department(s). It is the responsibility of the bidder/respondent to ensure that it has obtained all such letter(s). By submitting a bid on this project, bidders/respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this solicitation and resulting bid.

Furthermore, it is the responsibility of each Contractor to obtain any previous Letter of Clarification associated with this solicitation.

*Arturo Lopez*

Arturo Lopez  
Senior Procurement Specialist  
832-393-8731

Attachments: REVISED Page Nos. 3 & 10 of 36.

**Letter of Clarification No. 1 to Invitation to Bid No. S50-C24829 for Structural Remediation for the General Services Department**

**SECTION A**  
**REVISED 12/31/2013**

**Documents/forms must be downloaded from the City's Website**  
**<http://www.houstontx.gov/purchasing/index.html>**

**Additional Required Forms to be Included with this bid:**

In addition to the electronic Bid Form and the Official Signature Page, the Forms listed in Table 1 **must be completed and submitted to the Office of the City Secretary on or before the date and time the bid is due:**

<b>Table 1</b>
Affidavit of Ownership
Fair Campaign Ordinance
Statement of Residence
Conflict of Interest Questionnaire
10% Bid Bond
Contractor References / Questionnaire
Pay or Play Health Insurance Program Acknowledgement Form 1A

Table 2 lists other documents and forms that should be viewed/downloaded from the City's website, but are not required to be submitted with the bid. The City will request these forms, as applicable, to be completed and submitted to the City by the recommended/successful bidder:

<b>Table 2</b>
Formal Instructions for Bid Terms
Drug Forms
Sample Insurance Certificate / Over \$50,000
Construction Insurance OCP
<b><i>Construction 2013 Building Wage Decision</i></b>
Pay or Play Certification of Agreement Form 2
Pay or Play Form 3 / List of all Subcontractors
Bonds for Construction

**Note:**

Questions concerning the Bid should be submitted in writing to: City of Houston, Strategic Purchasing Division, 901 Bagby, Room B506, Houston, TX 77002, Attn: Arturo Lopez or via fax: 832-393-8759 or via email (preferred method) to [arturo.lopez@cityofhouston.net](mailto:arturo.lopez@cityofhouston.net) no later than **4:00 PM, Monday, December 23, 2013.**

**PERMITS:**

Successful Contractor shall be responsible for securing any and all permits for proposed work. Any fee charged for these permits should be the responsibility of the Contractor and not the City of Houston.

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**REVISED 12/27/2013**

**1.4 Material Testing:**

**1.4.1 The Contractor shall be required to hire a third party laboratory to provide material testing services for mortar and grout.**

**2.0 Performance Time:**

**2.1 The Contractor shall have 45 calendar days to order all supplies/equipment and complete all the work associated with and required by the contract after receipt of the written Notice to Proceed from the City.**

**3.0 Warranty:**

**3.1 The Contractor shall warranty all materials, equipment and workmanship for one year.**

**END OF SECTION**

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**END OF DOCUMENT**