



**CITY OF HOUSTON**  
Administration and Regulatory Affairs Department  
Strategic Purchasing Division

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**September 28, 2010**

**SUBJECT:** Letter of Clarification 2

**REFERENCE:** Invitation to Bid No.: S30-L23733 Lighting Maintenance Services for Houston Airport System

**TO:** All Prospective Bidders:

**This Letter of Clarification is issued for the following reasons:**

- **To clarify the above referenced solicitation as follows:**

**Remove page 9 of 62 and replace with page 9 of 62 marked Revised September 28, 2010**

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. It is the responsibility of the proposers to ensure that they have obtained any such previous Letter(s) associated with this solicitation. By submitting a proposal on this project, proposers shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this solicitation.

If you have any questions or if further clarification is needed regarding this ITB, please contact Richard Morris at 832-393-8736.

Sincerely,

A handwritten signature in cursive script that reads "Richard Morris".

Richard Morris  
Senior Procurement Specialist  
City of Houston, Strategic Purchasing Division

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3.7.2 The Contractor shall develop routine PM Schedules for the Lighting Maintenance Services in accordance with the Agreement. The Contractor's PM Schedules must include all regular or repetitive maintenance tasks and service intervals. The Contractor shall develop routine PM Schedules for the Director's approval. The Contractor shall submit its proposed PM Schedules to the Director for approval within 30 days after receipt of the Notice to Proceed. The Contractor's PM Schedules and procedures must cover each functional area and overall operation, must include inspections, and preventive maintenance schedules.

3.7.3 PM includes all inspections to detect components that have electrical and/or mechanical defects, scheduled service routines; replacement of worn, damaged, or destroyed lamps, ballasts, wiring, photoelectric cells, sockets, fusing, fixtures, and other lighting components that are defective or not operating at optimum levels. In addition to all OEM requirements and schedules, PM includes, but is not limited to:

3.7.3.1 An annual inspection of all wiring and wiring connections in lighting, identify and repair problems as required to ensure safety and reliability of operation.

3.7.3.2 An annual service inspection of lighting mechanisms, and any other Lighting Maintenance Services to include adjusting and repairing as required to ensure safety and reliability of operation.

3.7.3.3 Thorough cleaning and inspection of all lamps, fixtures, diffusers, globes, and other light-reflecting surfaces as required to ensure safe and efficient operation and appearance.

3.7.3.4 **Replace burnt out bulbs, cracked and/or damaged light diffusers and globes to maintain an original appearance.**

3.7.3.5 Repair light fixtures, including photoelectric cells on individual pole lamps as well as photoelectric cells controlling multiple fixtures

### 3.8 REMEDIAL MAINTENANCE (RM)

3.8.1 As a part of Basic Services, the Contractor shall perform RM to keep the Lighting Maintenance Services in First Class Condition. The Contractor shall make repairs and replace related components, parts, and appurtenances that have failed, no longer perform reliably, have worn beyond safe tolerances, the Contractor shall respond immediately to any defect or malfunction that would reduce the lighting operating efficiency below OEM specifications and specified performance standards.

3.8.1.1 The Contractor shall notify the Director immediately of all lighting problems effecting operations or passenger safety, the action to be taken, and an estimate of a time frame to accomplish the repair. The Contractor shall notify the Director again when repairs are completed and the lighting returned to