



CITY OF HOUSTON
 Administration and Regulatory Affairs Department
 Strategic Purchasing Division

Annise D. Parker
 Mayor

Calvin D. Wells, Deputy Director
 City Purchasing Agent
 P.O. Box 1562
 Houston, Texas 77251-1562

F. 823-393-8755
<https://purchasing.houstontx.gov/>

October 12, 2011

SUBJECT: **Letter of Clarification 1**

REFERENCE: **Janitorial Cleaning and Associated Services Bid No.: S46-L24093 for Various Departments and L24095 for HPD**

TO: **All Prospective Bidders:**

This Letter of Clarification is issued for the following reasons:

- To establish a Pre-Site Inspection for the following locations and revised and provide updates to Exhibit B-1 Service Requirements spreadsheet:

Pre-Site Inspections

General Service Department

	Dept	Locations	Address	Contact Person	Available Hours	
DAY ONE	GSD	Health Administration Building	8000 Stadium	Danny Gonzales/Frank Phan 713-302-20522	10/13/2011 7:15 AM	
	GSD	Central Health Lab Headquarters	1115 Braeswood	Danny Gonzales/Eric Ward 713-302-20522	10/13/2011 8:15 AM	
	GSD	Southeast Command	8300 Mykawa	Brian Taylor/Patrick Johnson	10/14/2011 9:15 AM	
	GSD	Fire Training Academy –	8030 Braniff	Wayne Taha 832-675-1576	10/13/2011 10:15 AM	
	GSD	Denver Harbor Multi-Service Center –	6402 Market	Danny Gonzales 713-302-20522	10/13/2011 11:15 AM	
	LUNCH BREAK					
	GSD	Police Headquarters	1200 Travis	Carlos Garcia 713-962-2277	10/17/2011 12:00 PM	
	GSD	Jesse H. Jones Library	500 Mckinney	Mike Isermann 281-851-9765	10/13/2011 1:30 PM	
	GSD	Houston Permitting Center,	1002 Washington Ave, 77043	Mike Isermann 281-851-9765	10/13/2011 1:45 PM	
	GSD	Municipal Courts -	1400 Lubbock	Carlos Garcia /James Pettit 713-962-2277	10/13/2011 2:45 PM	

	Dept	Locations	Address	Contact Person	Available Hours
D A Y T W O	GSD	Fire Logistical Center	1205 Dart	Wayne Taha 832-675-1576	10/14/2011 8 AM
	GSD	Carnegie Library	1050 Quitman Street	Mike Isermann 281-851-9765	10/14/2011 9 AM
	GSD	Bureau of Animal Regulation and Control (BARC)	2700 Evella	Barry Williams 713-516-8678	10/14/2011 10 AM
	GSD	Neches Fleet Shop -	5617 Neches	Barry Williams 713-516-8678	10/14/2011 11 AM
	GSD	Mounted Patrol --	5500 West Little York	Patrick Johnson	10/14/2011 12 PM

Parks and Recreation Department

Contacts:

Pedro Salinas @ 832-465-7230

Santiago Medina @ 713-419-1441

Walter Guthrie @ 832-395-7042

Dept	Locations	Address	Available Hours
Parks	Gragg Building	2999 South Wayside	Call contacts to schedule
Parks	Recreation and Wellness Bldg No. 3 (including Fleet offices and restrooms)	6200 Wheeler	Call contacts to schedule
Parks	Memorial Tennis Center	1500 Memorial	Call contacts to schedule
Parks	Judson Robinson Jr. Recreation Center	2020 Herman Drive	Call contacts to schedule
Parks	Tidwell Recreation Center	9720 Spaulding	Call contacts to schedule
Parks	Sharpstown Recreation Center	6600 Harbor Town	Call contacts to schedule

Public Works and Engineering Department

Dept	Locations	Address	Contact Person	Available Hours
PWE	Houston Transtar	6922 Old Katy Road	Crystal DeBondt (o) 713 881 3009 (c) 832-474-0572	9:00 a.m. - 4:00 p.m.
PWE	Traffic Operation Div.	2200 Patterson	Robert Mills (o) 832-395-3014 (c) 713-471-2880	6:00 – 2: 30PM

Revisions to Exhibit B-1 Services Requirements

The following changes will be made to both the Exhibit B-1 and the solicitation bid tab.

Addition Service Requirements

Dept	Locations	Address	Window Washing	Recycling
GSD	Houston Permitting Center,	1002 Washington Ave, 77043	As requested	As requested

The following locations were removed from Exhibit B-1 and the solicitation Bid-tab

Dept	Locations	Address
PWE	Planning and Development	3300 Main
PWE	Utility Analysis	2102 Austin

Please note:

Exhibit B-1 is an excel spreadsheet that is posted to our e-bid site. It should be use as a tool to help assist you in completing your bid pricing. This file will be updated periodically to reflect changes in the City requirements. The final update of Exhibit B-1 will be posted by Monday, October 17th, COB. Please review this final Exhibit B-1 prior to completing your final pricing.

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 BVB, please contact Eric Alexander at 832-393-8704.

Sincerely,

Eric Alexander

Senior Procurement Specialist
City of Houston, Strategic Purchasing Division
T: 832-393-8704
F: 832-393-8759

cc: L24093 and L24095 Solicitation Files

End of Letter of Clarification 1

Council Members: Brenda Stardig Jarvis Johnson Anne Clutterbuck Wanda Adams Mike Sullivan Al Hoang Oliver Pennington
Edward Gonzalez James G. Rodriguez Stephen C. Costello Sue Lovell Melissa Noriega C.O. "Brad" Bradford
Jolanda "Jo" Jones **Controller: Ronald C. Green**