



CITY OF HOUSTON

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Mayor

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August 30, 2013

SUBJECT: Letter of Clarification No. 1 Landscape and Horticultural Services for the HAS Department

REFERENCE: Bid Invitation No. S55-L24543

TO: All Prospective Bidders:

This Letter of Clarification is issued for the following reasons:

• **To revise the above referenced solicitation as follows:**

1. Page 1, Provision Pre-Bid Conference has been revised to read as follows:

A Pre-Bid Conference will be held for all Prospective Bidders at 18600 Lee Road Humble, Texas 77338 Conference Room #113 at 9:00 a.m. on August 28, 2013. Site visits for George Bush Intercontinental Airport (IAH) will begin immediately after the pre-bid conference and will start at 18600 Lee Road, Humble, Texas 77338. Transportation to IAH will be provided by the City. Contractors are required to have valid identification card for security clearance when making site visits. Site visits for William P. Hobby Airport (HOU) will start promptly at Old FAA Building Parking Lot, 8800 Paul B. Koonce, Houston, TX 77061 at 10:00 a.m. on September 4, 2013. If a contractor is running late please contact Jesus Duran @ 713-417-0722. Site visits for Ellington Airport (EFD) will start promptly at 11602 Aerospace, Houston, TX 77034 at 1:30 p.m. on September 4, 2013. If a contractor is running late please contact Jeff Overby @ 281-433-5446. Contractors shall be responsible for scheduling their own site visits at William P. Hobby Airport (HOU) and Ellington Field (EFD) by contacting the HAS representative as listed below.

Ellington Field	William P. Hobby Airport
Address: 11602 Aerospace Houston, TX 77034 Contact: Jeff Overby @ Office: 713-847-4207 or Cell: 281-433-5446 Time of Visit: 12:30 p.m. to 2:00 p.m.	Address: 8800 Paul B. Koonce, Houston TX 77061 Contact: Jesus Duran @ office: 713-641-7737 or Cell: 713-417-0722 Time of Visit: 2:30 p.m. to 4:00 p.m.

When issued, Letter(s) of Clarification shall automatically become a part of the proposal 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 proposers to ensure that it has obtained all such letter(s). 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 proposal.

If you have any questions or if further clarification is needed regarding this Request for Proposal, please contact me.

Joseph Badell

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