CITY OF HOUSTON

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Strategic Procurement Division

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SUBJECT: Letter of Clarification No. 3 to Invitation to Bid No. S32-L25235 for Large Submersible Pump Repair Services (Part II) for the Public Works and Engineering Department

TO: All Prospective Bidders

This Letter of Clarification is issued for the following reason:

- To answer the following question:

1. **Question:** The "Bid Form" has two basic categories for the various pump sizes, in which bidders are to offer pricing. One is "Recondition-Repair" and the other is "Rewind-Repair". I would like to verify that in both of these categories the bidder is not to include any parts or machining charges. Hence, these base prices are only to include tear down, inspection, SS Tagging, and either the reconditioning of the motor or the rewinding of the motor.

   Answer: Provisions B.00.48 and B.00.48.1 in Section B, Scope of Work/Specifications has been revised.

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 Procurement 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.

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Attachment: Revised Page 15 of 72, Marked "Revised 2/20/15"

B.00.42 The City reserves the right to review all payments made to the Contractor by auditing any and all documents associated with this contract over the contract period and two years after expiration of the contract. Subject to such audit, any overpayments shall be recovered from the Contractor.

B.00.43 The Contractor shall be responsible for storage of the submersible pump units and all parts. Any parts lost or damaged while in the possession of the Contractor shall be repaired or replaced at the Contractor's expense.

B.00.44 The base price, before mark-up/discount of parts supplied for this contract is the total actual cost of the item for which the Contractor shall provide documentation.

B.00.45 Upon completion of any repair work the Contractor shall provide to the City, a full set of completed teardown sheets which details the work performed on the unit, test results and data sheets. The Contractor shall also include, but is not limited to the electrical, machinist and mechanical report, and winding data report.

B.00.46 The Contractor shall establish and maintain records of the repair and services performed for at least 2 years after contract expires and also at least three (3) years after the pump is returned repaired (EASA AR100-2010, Section 1.3.2 or latest edition).

B.00.47 The repaired unit shall pass inspection and/or test(s) with defined acceptance criteria (EASA AR100-2010, Section 4 or latest edition).

B.00.48 All inspection, cleaning, balancing, disassembly, reassembly, winding, dipping, baking, sand-blasting, painting, cost of nameplates attached to each pump, cost of each name tag, vibration, electrical and other associated testing and document preparation shall be included as part of the unit cost for recondition, rewind or replacement.

B.00.48.1 The Contractor cannot combine the unit cost listed on the Fee Schedule for work performed on one pump for recondition, rewind or replacement. However, the Contractor may change to a different unit cost with written approval from UDR and/or CTR for one of the unit costs on the Fee Schedule.

B.00.49 In the event the contractor cannot recondition-repair and/or rewind-repair the motor, the City permits, with CTR's written approval, the contractor to purchase a OEM reconditioned or remanufactured motor for its submersible pumps from the manufacturer.

B.00.50 The <u>REWIND-REPAIR</u> cost in the "Fees and Costs" Schedule does not include the cost of bearings, seals, impellers, wear-rings, heaters, broken and damaged parts. The cost of the bearings, seals, impellers, wear-rings, heaters, broken and damaged parts are reimbursable, if authorized for repair by the UDR and/or CTR. These components are purchased to support the repair of the motor within each submersible pump.

B.00.51 Contractor shall provide monthly status reports for the contract period (See Exhibit B8 - Progress and Status Report).

B.00.52 The Contractor facility shall be subject to inspection with a forty-eight (48) hour advance notice to verify that the equipment and personnel deemed necessary to perform the type of repair services required under this contract are in place at the time of inspection.