



CITY OF HOUSTON
FINANCE DEPARTMENT
Strategic Procurement Division

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August 11, 2016

SUBJECT: Letter of Clarification No. 2 to Invitation to Bid No. S19-L25651 for Digital Television Services for the Houston Airport System.

TO: All Prospective Bidders

This Letter of Clarification is issued for the following reasons:

- Revise Section "B" Scope of Work/Technical Specifications and respond to questions posed by perspective bidders.

1.) **NOTICE TO BIDDER:**

Remove Page No. 12 and replace with Page No. 12 of 46 marked, REVISED 8/11/2016.

- 2.) A site visit will be held at Hobby Airport on Monday, August 15, 2016, from 10:00 a.m. - 12:00 p.m. for all interested/prospective respondents. Transportation will be provided by the Houston Airport System.

The bus will depart from Supply Chain Management's building at 18600 Lee Road, Humble, TX 77339 at 8:30 a.m.; contact person is Bernard Willingham (281-230-8018).

A site visit will be held at Bush Intercontinental Airport on Monday, August 15, 2016, from 2:00 p.m. - 4:00 p.m. for all interested/prospective respondents. Transportation will be provided by the Houston Airport System from Hobby Airport.

Site visit attendees must bring current picture identification, such as a driver's license or passport.

The number of attendees is limited no more than three people per company.

3.) The following questions and City of Houston responses are hereby incorporated and made part of the Invitation to Bid:

Question No. 1: Is the Emergency Alert System (EAS) a requirement or something that the Houston Airport System would like to have in the TV system.

Answer: Not in scope of work.

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.

Roy Korthals
Procurement Specialist
832-393-8734



END OF LETTER OF CLARIFICATION 2
Partnering to better serve Houston

10.0 TEXAS DRIVER'S LICENSE:

10.1 The Contractor's employees performing work for the City must possess a valid Texas driver's license for the type of vehicle or equipment operated. Contractor shall ensure employees meet this requirement.

11.0 AIRPORT OPERATIONS AREA (AOA) POLICY:

11.1 The Contractor's personnel and vehicles shall not be allowed within the Airport Operations Area (AOA), which includes the ramp area and aprons, unless authorized by the Director and escorted by authorized City personnel. The Contractor shall not move any Contractor owned vehicles on and off aprons or within the AOA without a HAS escort.

11.2 Airport Security: The Contractor's services shall be performed in accordance with the Transportation Security Administration (TSA), Federal Aviation Administration (FAA) and any other governmental agency security directives, rules and regulations. The FAA and/or the TSA may assess fines and/or penalties for the Contractor's non-compliance with the provisions of Title 49 Code of Federal Regulations (CFR), Parts 1540 and 1542, as amended from time to time, or by other agencies for non-compliance with laws or regulations applicable to the Contractor's operations. Within 10 days of notification in writing, the Contractor shall reimburse the City for any fine or penalty assessed against the City because of Contractor's non-compliance with 49 CFR 1540 and 1542 or other applicable laws or regulations.

11.3 Badging: George Bush Intercontinental Airport (IAH), William P. Hobby Airport (HOU) & Ellington Airport (EFD): Contractor shall comply with all applicable Federal rules governing security at the Airports, as may be amended from time to time.

11.4 All on-site personnel of the Contractor, including subcontractors, who perform services under the Agreement, shall be required to undergo a fingerprint-based criminal history records check. Fingerprints are collected at the Airport Badging Office and submitted electronically for investigation.

11.5 The Contractor shall obtain HAS security badges for its personnel performing services on-site, including its subcontractor's personnel. On-site personnel shall wear identification badges at all times while on Airport property. The cost of the badges, which is subject to change, is currently ~~\$55.00~~ \$45.00 each at (IAH) and (HOU) and \$6.00 each at (EFD). Costs for the fingerprint-based criminal history checks are reflected in the cost of the badges. The Contractor is responsible for the cost of badges, including replacements thereof. Contractor's personnel will be charged for replacement badges at the current rate.

11.6 The Contractor acknowledges that fines or penalties associated with non-compliance with security regulations must be reimbursed to HAS.

11.7 Airport Customs Security Area Bond: The Contractor shall obtain an Airport Customs Security Bond in order to have access to the Federal Inspection Station (FIS) at the George Bush Intercontinental Airport (IAH). The bond amount is determined by calculating \$1,000.00 by the number of employees needed to provide the service.

(Example: 10 Employees = Bond Amount of \$10,000.00)

12.0 PUBLIC RELATIONS:

12.1 The Contractor agrees that neither it nor its agents, subcontractors or employees shall issue or make any statements on behalf of the City with respect to any incident occurring at the Airport, or at any City facility, except when requested to do so by the Director of the department user.

13.0 PERSONNEL QUALIFICATIONS:

13.1 The Contractor shall provide only qualified personnel with experience in the assigned tasks. The Contractor is responsible for ensuring that certified trained personnel and necessary materials, tools, equipment and supplies will be available to meet the requirements of this