



CITY OF HOUSTON

Administration and Regulatory Affairs Department
Strategic Purchasing Division

Bill White

Mayor

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July 21, 2009

Subject: Letter of Clarification No. 1
Chemical, Aqua Ammonia for the Public Works & Engineering Department

Reference: Invitation to Bid (ITB) No.: S12-S23036

To All Prospective Suppliers:

This Letter of Clarification is issued for the following reason:

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

1. **Extend the bid opening date from July 23rd, 2009 to "Thursday, July 30th, 2009".**
2. **Add the following line items to the "Official Bid Form".**

<u>Item No.</u>	<u>Description</u>	<u>Qty.</u>
2	Demurrage after 2 1/2 hours	5 hr
3	Cancellation of loads not canceled 2 1/2 before delivery	5 ea
4	Re-route charge from one Plant to another Plant	2 ea
5	Inter-Plant move from one tank to another (split loads)	5 ea

3. **In Sub-section 4.1, Price Adjustment Mechanism, Add "Fertecon Other U.S. Gulf" to the referenced index reports in the paragraph.**
4. In Section C., General Terms and Conditions, **Revise and Add the following:**

5.0 INVOICING:

5.4 Mail Invoices to the Accounts Payable Section of the departments and to the address, as noted on individual purchase orders, Accounts Payable, PO BOX 61489, Houston, TX 77208-1489.

5.7 A Certified Copy of Analysis must accompany each Bill of Laden upon delivery.

11.0 DELIVERY:

11.2.1 East Water Purification Plant – 2300 Federal Road, Houston, TX 77015

11.2.2 Southeast Water Purification Plant – 3100 Genoa Red Bluff, Houston, TX 77034

11.4 Remove "713-837-7468".

Partnering to better serve Houston

Council Members: Toni Lawrence Jarvis Johnson Anne Clutterbuck Wanda Adams Mike Sullivan M.J. Khan, P.E. Pam Holm Edward Gonzalez
James Rodriguez Peter Brown Sue Lovell Melissa Noriega Ronald C. Green Jolanda "Jo" Jones Controller: Annise D. Parker

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Chemical, Aqua Ammonia for the Public Works & Engineering Department (Cont.)

11.10 Delete the last sentence from the paragraph.

11.11 At no time will a side discharge trailer be allowed to deliver to any DWO Plant. **Rear discharge trailers ONLY.**

This Letter of Clarification will be considered part of the solicitation referenced above.

Furthermore, it is the responsibility of each Supplier to obtain any previous Letter(s) of Clarification associated with this solicitation.

Martin L. King
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Strategic Purchasing Division
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MLK:SDR:mlk