



# CITY OF HOUSTON

Administration and Regulatory Affairs Department  
Strategic Purchasing Division

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March 16, 2010

Subject: Letter of Clarification No. 3  
ROLLS ROYCE TURBINE ENGINE REPLACEMENT PARTS, OVERHAUL OR EXCHANGE AND REPAIR SERVICES FOR THE POLICE DEPARTMENT

Reference: Invitation to Bid (ITB) No.: S21-S23543

To All Prospective Suppliers:

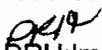
This Letter of Clarification is issued for the following reason:

- To revise the above referenced solicitation as follows:
  1. To extend bid opening date from March 18, 2010 to March 25, 2010.
  2. At the City's e-bid website **revisions and additions** have been made to Group 4 Model 250 Overhaul or Exchange.
  3. In Section B, **replace** pages 2, 4, and 8 with attached **revised** pages 2, 4, and 8 dated March 16, 2010.
- Due to the aforementioned change(s) to the e-bidding items you may need to edit your bid. To do so, please select the "Bid Number" and proceed accordingly.

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.

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Procurement Specialist  
Strategic Purchasing Division  
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LM:DRH:lm

**SECTION A.  
OFFICIAL BID FORM**



**ROLLS-ROYCE TURBINE ENGINE REPLACEMENT PARTS,  
OVERHAUL OR EXCHANGE AND REPAIR SERVICES  
FOR THE  
POLICE DEPARTMENT  
BID INVITATION NO. S21-S23543**

**Honorable Mayor and City Council Members:**

The undersigned hereby proposes to furnish and deliver turbine engine replacement parts, overhaul or exchanges and REPAIR SERVICES **FOB destination point as listed on individual Purchase Orders**, the items listed below in accordance with the Net Prices and other conditions shown herein, and in accordance with the City's Specifications and General Terms and Condition Specifications. When issued, Letters of Clarification shall automatically become part of this bid document and shall supersede any previous specifications or provisions in conflict with the Letters of Clarification. It is the responsibility of the Bidder to ensure that it has obtained such letters. By submitting a bid on this project, Bidder shall be deemed to have received all Letters of Clarification and to have incorporated them into its bid. THE MANUFACTURER'S NAME, PRODUCT NAME AND PRODUCT NUMBER MUST BE DESIGNATED IN THE SPACE PROVIDED, IF BIDDERS ARE BIDDING AN "OR EQUAL" ITEM.

The undersigned hereby proposes to furnish and deliver turbine engine replacement parts, overhaul or exchanges and REPAIR SERVICES **FOB destination point as listed on individual Purchase Orders**, parts and components in accordance with the percentage (plus or minus) applied to the stated Manufacturer's List Price Schedules identified herein, or from the Price List's most current published revision, in accordance with the City's Specifications and General Terms and Conditions. Most current published revision means latest price list in effect between the "first advertised date" as shown on the "Notice to Bidder" and the Bid Opening Date. When issued Letters of Clarification shall automatically become part of this bid document and shall supersede any previous specifications or provisions in conflict with the Letters of Clarification. It is the **responsibility of the Bidder** to ensure that it has obtained such letters. By submitting a bid on this project, Bidder shall be deemed to have received all Letters of Clarification and to have incorporated them into its bid.

**The City may accept this bid offer by issuance of a Notice of Award Letter and/or a Purchase Order covering award of said bid to this Bidder at any time on or before the 120th day following the day this Official Bid Form is opened by the City. This offer shall be irrevocable for 120 days after bid opening or for 90 days after City Council awards the bid, whichever comes last, but this period may be extended by written agreement of the parties.**

The City of Houston reserves the option, after bids are opened, to increase or decrease the quantities listed, subject to the availability of funds, and/or make award by line item.

**BIDDING AND AWARD:**

It is the intent of the City to award, on the basis of overall low net bid meeting specifications for the entire award; however, the right is reserved to accept or reject in whole or in part any or all bids received and to make an award on the basis of individual item, combination of items or overall best bid, as it is deemed in the best interest of the City.

**THIS IS A SIXTY MONTH (60) MONTH AWARD**

**FIRM PRICES ARE TO BE QUOTED FOR THE FIRST TWELVE (12) MONTH PERIOD**

**SECTION B.**

**CITY OF HOUSTON  
TECHNICAL SPECIFICATIONS FOR  
ROLLS-ROYCE TURBINE ENGINE REPLACEMENT PARTS,  
OVERHAUL OR EXCHANGE AND REPAIR SERVICES  
FOR THE  
POLICE DEPARTMENT**

**1.0 SPECIAL REQUIREMENTS:**

- 1.1 The successful bidder must be at least a Rolls-Royce Authorized Maintenance Center (AMC) prior to the award of this solicitation.
- 1.2 The successful bidder shall provide to the City free of charge the following hard copy manuals:
  - ◆ One (1) each – Operation & Maintenance Manual, Publication #10W2, with revision service for the term of the award.
  - ◆ One (1) each Illustrated Parts Catalog, Publication #10W4, with revision service for the term of the award.
  - ◆ One (1) each Service Bulletins Set, Publication #CEB250C20, and
  - ◆ One (1) each Service Letters Set, Publication #CSL250C20.

**2.0 OVERHAUL/EXCHANGE SERVICES:**

- 2.1 Supplier agrees to overhaul and maintain engines in accordance with the requirements and standards stated elsewhere in this solicitation. The specific tasks that the Supplier shall be required to perform on any given job may include, but shall not be limited to one or more of the following:

- 2.1.1 Complete overhaul of an engine including receiving, disassembly, cleaning, inspection, compliance with all mandatory Commercial Engine Bulletins (CEB's) and Airworthiness Directives (AD's), re-assembly, preparation for test and test run, final inspection, and preparation for shipment. It is required that all lifed items have sufficient time and cycles remaining to meet full TBO of assembly. For the purpose of this section, an engine is defined as the turbine (enhanced), compressor, and gearbox.

- 2.1.2 The complete overhaul of the listed items shall include disassembly, cleaning, inspection, compliance with all mandatory (CEB's) and (AD's) re-assembly, testing and preparation for shipment. It is required that all lifed items have sufficient time and cycles remaining to meet full TBO of assembly. This complete overhaul service shall include the engine modules / accessories listed below.

Turbine Section 3500, Non-Enhanced	Compressor	Governor
Turbine Section 3500, Enhanced	Compressor Case Halves	Fuel Pump
Turbine Section 1750	Fuel Control	Bleed Valve
Gearbox (5250 Hrs)	Fuel Nozzle	

- 2.1.3 Exchange of units listed will occur upon authorization by the Budget Coordinator, Air Support Division.

**3.0 REPAIR AND REPLACEMENT OF ENGINE COMPONENTS:**

- 3.1 While performing any job under this award, and in addition to the work requested under the materials clause, Supplier shall (1) perform any repairs necessary to enable an engine or an engine component to perform in accordance with manufacturer's specifications for a new engine and (2) replace any parts which are defective or which, according to the manufacturer's specifications or recommendations, should be replaced at the time Supplier is performing the job.
- 3.2 All repairs will be made with Original Equipment Parts (OEM) parts. The Air Support Division, however, retains the right to authorize; on a case-by-case basis, the use of Federal Aviation Administration (FAA) approved equivalent parts, which have been approved for use in Rolls-Royce engines, when using such parts is deemed to be in the City's best interest.

**SECTION C**  
**CITY OF HOUSTON**  
**GENERAL TERMS AND CONDITIONS**  
**FOR**  
**ROLLS-ROYCE TURBINE ENGINE REPLACEMENT PARTS,**  
**OVERHAUL OR EXCHANGE AND REPAIR SERVICES**  
**FOR THE**  
**POLICE DEPARTMENT**

**1.0 TERM OF AWARD:**

- 1.1 The term of the award shall be for a sixty (60) month period beginning on the date specified in the Notice of Award letter. During this period, purchase orders will be issued for items as needed. Any conflict between the terms and conditions as specified herein and said purchase orders; the term and conditions of this award shall govern. The supplier will not perform against the award without first having received an official City of Houston purchase order. While it is the intent to procure goods/services by issuing an Official City of Houston Purchase Order, there will be instances when a Purchasing Card (P-Card) or Petty Cash may be used. **The City requires that the prices awarded be honored on all purchases.**
- 1.2 It is emphasized that the City of Houston does not guarantee to purchase any specific quantity of any item listed; rather, the quantities may vary depending upon the actual needs of the user departments. Supplier shall remain obligated to the City under all clauses of this award that expressly or by their nature extend beyond and survive the expiration or termination of the award, including but not limited to warranties and indemnity provisions hereof.

**2.0 SUPPLIER'S DUTY TO PAY:**

Supplier shall make timely payments to all persons and entities supplying labor, materials or equipment for the performance of this award. Supplier agrees to protect, defend, and indemnify the City from any claims or liability arising out of Supplier's failure to make such payments. (Disputes relating to payment of MWBE subcontractors shall be submitted to arbitration in the same manner as any other disputes under the MWBE subcontract. Failure of the Supplier to comply with the decisions of the arbitrator may, at the sole discretion of the City, to be deemed a material breach leading to termination of this award).

**3.0 PRICE LISTS:**

**3.1 Internet-Based Catalog/Price List**

- 3.1.1 It is the City's desire that all price lists be provided electronically; therefore, if the Supplier is submitting a bid on any price list item as an **INTERNET-BASED CATALOG**, it is mandatory that pricing is in a secure format, available to the City of Houston in an **INTRANET** fashion. No custom software should be required to access the electronic catalog. The Supplier shall provide the ability for unlimited amount of users to order via on-line communication with the supplier's computer system by the City of Houston's PC terminals, printers, fax, or telephone. The supplier shall also provide the capability to conduct orders using the City of Houston Charge Card.
- 3.1.2 Supplier shall provide initial and on-going training and the set-up of PCs for City of Houston end-users.
- 3.1.3 Supplier's electronic catalog should include the following features:
- 3.1.3.1 Support open technology and standards such as Open-Buying on the Internet (OBI)
  - 3.1.3.2 Flexible and robust product search methods
  - 3.1.3.3 Account and user profile control including dollar limit processing
  - 3.1.3.4 On-line ordering using a shopping cart utility
  - 3.1.3.5 On-line order/usage history reporting
  - 3.1.3.6 Notification of price changes in accordance with City of Houston terms and conditions
  - 3.1.3.7 Help functions
  - 3.1.3.8 Order processing using the City's Procurement Card