



**CITY OF HOUSTON**  
FINANCE DEPARTMENT  
Strategic Procurement Division

**Sylvester Turner**

Mayor

John J. Gillespie  
Chief Procurement Officer  
P.O. Box 1562  
Houston, Texas 77251-1562

T. 832.393.9126  
F. 832.393.8755  
<https://purchasing.houstontx.gov>

Date: July 15, 2016

Subject: Letter of Clarification No. 1 to Informal bid No.: I00777 for Building repair and new equipment installation

To: All Prospective Bidders:

This Letter of Clarification is issued for the following reasons:

- Replace original scope of work for General Service Department to below:

**1.0 SCOPE OF WORK:**

Contractor shall provide all labor, tools, supplies, materials, transportation, supervision, Permits and necessary insurance to complete building repairs and new equipment installation as requested by the Houston Police Department. Repairs will be made at the HPD Lake Patrol – Office Complex located at 22619 W. Shorewood Drive, Huffman TX, 77336, Key Map, 338V

- Provide and Install new white vinyl faced, fiberglass, 2 x 4 lay in acoustical ceiling. Including all grid and wall trim.
- Provide and install twenty-three (23) new white, 2 x 4 fluorescent, 4 lamp, 120 volt, lay in fixtures with lenses. The locations are to match the existing lighting locations. The new fixtures are to use existing lighting circuits.
- Provide a new sub panel and breakers as required for additional electrical circuits.
- Remove the existing handicap ramp near the entry to the HPD lake Patrol building and excavate a 1 Foot wide by 2 Foot deep trench from the existing building to the portable building, approximate distance 68 ft.
- Drill access holes into the existing building for the new 2 inch PVC entry and install new 2 inch PVC from the existing building to the portable building.
- Back fill the conduit trench using the previously excavated soil and place the previously removed sod over the backfill trench.
- Install a pull string in the new 2 inch PVC conduit.
- Replace the removed concrete handicap ramp with cement stabilized sand.
- Contractor to provide and install a new 220 volt single phase circuit for existing on-site clothe dryer.
- Contractor to provide a new 4 way dedicated electrical outlet and circuit in the equipment room.
- Contractor to provide and install a coded push button access entry device for the HPD Lake Patrol Building.
- Customer request a site visit to insure the contractor understands the full Scope of Work
- All electrical work must be done by a licensed electrician
- All work will be done, Monday thru Friday, 8am to 4pm
- Provide turnkey pricing for complete scope of work
- Coordinate entire project with building Superintendent

**Council Members:** Brenda Stardig Jerry Davis Ellen R. Cohen Dwight A. Boykins Dave Martin Steve Le Greg Travis Karla Cisneros Robert Gallegos  
Mike Laster Larry V. Green Mike Knox David W. Robinson Michael Kubosh Amanda K. Edwards Jack Christie

**Controller:** Chris B. Brown

- Contractor shall sign in and out at the facility.

**Person of Contact for Walk-Thru/Site-Visit: Carlos Garcia, Superintendent**  
713-308-3908 Office  
713-962 2277 Cell

- 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. 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).

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

Sincerely,

Lianshun Zhou  
Senior Buyer  
Strategic Procurement Division  
(832) 393-8721

