



CITY OF HOUSTON
Strategic Purchasing Division
Administration & Regulatory Affairs
Department

Bill White
Mayor

Calvin D. Wells
City Purchasing Agent
P.O. Box 1562
Houston, Texas 77251-1562

F. 713.247.1811
www.houstontx.gov/purchasing

July 3, 2008

SUBJECT: Letter of Clarification No.5
Audio Control System Services for the Houston Airport System

REFERENCE: Invitation to Bid No.: S29-L22906

TO: All Prospective Bidders

This Letter of Clarification is issued for the following reasons:

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

To extend the bid due date from Thursday, July 3, 2008 to Thursday July 10, 2008.

When issued, Letter(s) of Clarification shall automatically become a part of the bid documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. It is the responsibility of the bidders to ensure that it has obtained all such letter(s). By submitting a bid on this project, bidders shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this bid.

If you have any questions or if further clarification is needed regarding this Invitation for Bid, please contact me.

Sincerely,

Eric S. Alexander
Sr. Procurement Specialist
City of Houston, Strategic Purchasing Division
832-393-8704

Attached Revised Page: 1

**LETTER OF CLARIFICATION 5
AUDIO CONTROL SYSTEM SERVICES
SOLICITATION NO. L22906**



CITY OF HOUSTON INVITATION TO BID

Issued: May 9, 2008

BID OPENING

Sealed bids, in duplicate, will be received by the City Secretary of the City of Houston, in the City Hall Annex, Public Level, 900 Bagby, Houston, Texas 77002, until **10:30 AM Thursday, June 5, July 3 July 10, 2008** and all bids will be opened and publicly read in the City Council Chamber, City Hall Annex, Public Level, 900 Bagby at 11:00 AM on that date for the purchase of:

**AUDIO CONTROL SYSTEM SERVICES
FOR HOUSTON AIRPORT SYSTEM
BID INVITATION NO.: S39-L22906
NIGP CODE: 035-22**

BUYER

Questions regarding this solicitation document should be addressed to ~~Latrice Williams, Sr. Procurement Specialist, at (832) 393-8731, or e-mail to latrice.williams@cityofhouston.net~~ **Eric S. Alexander, Sr. Procurement Specialist at (832) 393-8704 or email to eric.alexander@cityofhouston.net**

ELECTRONIC BIDDING

In order to submit a bid for the items associated with this procurement, you must fill in the pricing information on the "PLACE BID" page.

PRE-BID CONFERENCE

A Pre-Bid Conference will be held for all Prospective Bidders at the City Hall, Strategic Purchasing Division, 901 Bagby, Conference Rm. 2 (Basement), Houston, Texas 77002 at **10:00 AM on Tuesday, May 20, 2008**.

All Prospective Bidders are urged to be present. It is the bidder's responsibility to ensure that they have secured and thoroughly reviewed the solicitation documents prior to the Pre-Bid Conference. Any revisions to be incorporated into this solicitation document arising from discussions before, during and subsequent to the Pre-Bid Conference will be confirmed in writing by Letter(s) of Clarification prior to the bid due date. Verbal responses will not otherwise alter the specifications, terms and conditions as stated herein.

Bidding forms, specifications, and all necessary information should be downloaded from the Internet at <https://purchasing.houstontx.gov/>. By registering and downloading this solicitation document, all updates to this solicitation document will be automatically forwarded via e-mail to all registered bidders. This information may also be obtained from the Supplier Assistance Desk, Strategic Purchasing Division, 901 Bagby, Concourse Level, Houston, Texas 77002.

The place of the bid opening may be transferred in accordance with Paragraph (b), (5) of Section 15-3 of The Code of Ordinances, Houston, Texas. The bid opening meeting may be rescheduled in accordance with Paragraph (b), (6) of said Section 15-3.

The City reserves the right to reject any or all bids or to accept any bid or combination of bids deemed advantageous to it.

City Employees are prohibited from bidding on this solicitation in accordance with the Code of Ordinances, Section 15-1.

***CONTENTS:**

SECTION A:	OFFER
SECTION B:	SCOPE OF WORK/SPECIFICATIONS
SECTION C:	GENERAL TERMS & CONDITIONS

***NOTE 1:** Actual page numbers for each Section may change when the solicitation document is downloaded from the Internet or because of Letters of Clarification. Therefore, Bidders must read the bid document in its entirety and comply with all the requirements set forth therein.

***NOTE 2:** To be considered for award, please submit the electronic bid form and the forms listed in Section A, including the Official Signature Page, which must be signed by a company official authorized to bind the company.

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**LETTER OF CLARIFICATION 5
AUDIO CONTROL SYSTEM SERVICES
SOLICITATION NO. L22906**

END OF LETTER OF CLARIFICATION NO. 5