



# CITY OF HOUSTON

Administration and Regulatory Affairs Department  
Strategic Purchasing Division

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Mayor

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October 21, 2011

Subject: Letter of Clarification No. 7 to Invitation to Bid No. S50-L23863 for Submersible Pump Repair Services, for the Public Works and Engineering Departments

To: All Prospective Contractors:

This letter of Clarification is being issued for the following reasons:

- **To revise the Scope of Work/Specifications, to schedule a Second Pre-Bid Conference and to Extend the Bid Opening Date:**

1.) Section B, Scope of Work/Specifications has been revised: Remove pages 3, 4, 5, 10, 11, 13, 16, 17, 22, 24, 35, 36, 37, 38, 29 & 58 of 66 and replace with the attached pages 3, 4, 5, 10, 11, 13, 16, 22, 24, 35, 36, 37, 38 & 39 of 66 marked, "Revised 10/21/2011".

2.) **PRE-BID CONFERENCE:**

A second Pre-Bid Conference will be held for all Prospective Bidders at the City Hall, Strategic Purchasing Division, 901 Bagby, Conference Rm. 1 (Basement), Houston, Texas 77002 at **10:00 AM on Thursday, November 10, 2011.**

3.) **NOTICE TO BIDDER:**

**The bid opening date has changed from 10:30 A.M. November 10, 2011 to 10:30 A.M., December 1, 2011.**

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 solicitation.

Furthermore, it is the responsibility of each Contractor to obtain any previous Letter of Clarification associated with this solicitation.

*Arturo Lopez*

Arturo Lopez  
Senior Procurement Specialist  
832-393-8731

Attachments: Pages 3, 4, 5, 10, 11, 13, 16, 17, 22, 24, 35, 36, 37, 38, 39 & 58 of 66 marked, **"REVISED 10/21/2011".**

*Partnering to better serve Houston*

Council Members: Brenda Stardig Jarvis Johnson Anne Clutterbuck Wanda Adams Mike Sullivan Al Hoang Oliver Pennington  
Edward Gonzalez James G. Rodriguez Stephen C. Costello Sue Lovell Melissa Noriega C.O. "Brad" Bradford  
Jolanda "Jo" Jones **Controller: Ronald C. Green**

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**SECTION A**

**REVISED 10/21/2011**

Documents/forms must be downloaded from the City's Website  
<http://houstontx.gov/purchasing/index.html>.

**Additional Required Forms to be Included with this Bid:**

In addition to the electronic Bid Form and the Official Signature Page, the Forms listed in **Table 1** must be completed and submitted to the Office of the City Secretary on or before the date and time the bid is due:

<b>Table 1 – Required Forms</b>
<a href="#">Affidavit of Ownership.doc</a>
<a href="#">Fair Campaign Ordinance.doc</a>
<b>Hire Houston First Application and Affidavit</b>
<a href="#">Statement of Residency.doc</a>
<a href="#">Conflict of Interest Questionnaire.doc</a>
Pay or Play Form 1a / Acknowledgement
Contractor's Questionnaire

**Table 2** lists other documents and forms that should be viewed or downloaded from the City's website, but are not required to be submitted with the bid. The City will request these forms, as applicable, to be completed and submitted to the City by the recommended/successful bidder:

<b>Table 2 – Documents &amp; Forms</b>
<a href="#">Drug Forms.doc</a>
<a href="#">M/WBE.doc</a>
<a href="#">Sample Insurance Over \$50,000.pdf</a>
<a href="#">Formal Instructions for Bid Terms.doc</a>
<a href="#">EEOC.doc</a>
Pay or Play Form 2 / Certification
Pay or Play Form 3 / List of Subcontractors

**Notes:**

1. Questions concerning the Bid should be submitted in writing to: City of Houston, Strategic Purchasing Division, 901 Bagby, Room B405, Houston, TX 77002, Attn: Art Lopez or via fax: 832-393-8759 or via email (preferred method) to [arturo.lopez@houstontx.gov](mailto:arturo.lopez@houstontx.gov) no later than 4:00 PM, **Monday, July 18, 2011**.
2. Although it is the intent of the City to award one contract as results of this invitation to bid, the City reserves the right to award by line item/group. The Contractor shall provide bids for all line items in all groups. An incomplete bib or partial bid response shall disqualify the Contractors bid from further consideration.
3. The Bid Base Cost for RECONDITION-REPAIR shall include all cost of supervision, labor, tools, equipment, and supplies to complete the work as specified herein for RECONDITION-REPAIR. This Base Cost does not include the cost of bearings, seals, impellers, wear-rings, heaters, broken and damaged parts. The cost of bearings, seals, impellers, wear-rings, heaters, broken and damaged parts are reimbursable, if authorized by the user department representative (UDR).
4. The Bid Base Cost for REWIND-REPAIR shall include all cost of supervision, labor, tools, equipment,

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supplies, and parts to complete the work as specified herein for REWIND-REPAIR. This Base Cost does not include the cost of bearings, seals, impellers, wear-rings, heaters, broken and damaged parts.

The cost of bearings, seals, impellers, wear-rings, heaters, broken and damaged parts are reimbursable, if authorized by the UDR.

**5. DELETED:**

**SITE INSPECTION:**

"The City of Houston reserves the right to inspect the bidder's current place of business to evaluate a) equipment condition and capabilities, b) staff experience, training and capabilities, and c) storage capabilities as they relate to the performance of this contract."

**HIRE HOUSTON FIRST**

**Designation as a City Business or Local Business**

***To be designated as a City or Local Business for the purposes of the Hire Houston First Program, as set out in Article XI of Chapter 15 of the Houston City Code, a bidder or proposer must submit the Hire Houston First Application and Affidavit ("HHF Affidavit") to the Director of the Mayor's Office of Business Opportunities and receive notice that the submission has been approved prior to award of a contract. Bidders are encouraged to secure a designation prior to submission of a bid or proposal if at all possible.***

***Download the HHF Affidavit from the Office of Business Opportunities Webpage at the City of Houston e-Government Website at the following location:***

**[www.houstontx.gov/obo/moreforms/hirehoustonfirstaffidavit.pdf](http://www.houstontx.gov/obo/moreforms/hirehoustonfirstaffidavit.pdf)**

***Submit the completed application as directed on the form, or submit a signed original affidavit with your bid.***

**Award of Procurement of \$100,000 or More for Purchase of Non-Professional Services , Including Construction Services:**

***THE CITY WILL AWARD THIS PROCUREMENT TO A " CITY BUSINESS," AS THAT TERM IS DEFINED IN SECTION 15-176 OF THE CITY OF HOUSTON CODE OF ORDINANCES ("THE CODE"):***

- IF THE BID OF THE LOCAL BUSINESS IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 3% OF THE LOWEST BID RECEIVED, AND***
- UNLESS THE USER DEPARTMENT DETERMINES THAT SUCH AN AWARD WOULD UNDULY INTERFERE WITH CONTRACT NEEDS, AS PROVIDED IN SECTION 15-181 OF THE CODE.***

***IF THERE IS NO BID OF A LOCAL BUSINESS THAT MEETS THESE CRITERIA, THE CITY WILL AWARD THE PROCUREMENT TO THE LOWEST RESPONSIBLE BIDDER.***

**Award of Procurement under \$100,000 Purchase of Non-Professional Services Including, Construction Services:**

***THE CITY WILL AWARD THIS PROCUREMENT TO A "LOCAL BUSINESS," AS THAT TERM IS DEFINED IN SECTION 15-176 OF THE CITY OF HOUSTON CODE OF ORDINANCES ("THE CODE"):***

- IF THE BID OF THE CITY BUSINESS IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 5% OF THE LOWEST BID RECEIVED, AND***

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- **UNLESS THE USER DEPARTMENT DETERMINES THAT SUCH AN AWARD WOULD UNDULY INTERFERE WITH CONTRACT NEEDS, AS PROVIDED IN SECTION 15-181 OF THE CODE.**

**IF THERE IS NO BID OF A LOCAL BUSINESS THAT MEETS THESE CRITERIA, THE CITY WILL AWARD THE PROCUREMENT TO THE LOWEST RESPONSIBLE BIDDER.**

**Award of Procurement that may be More or Less than \$100,000 for Purchase of Non-Professional Services, Including Construction Services:**

**THE CITY WILL AWARD THIS PROCUREMENT TO A "LOCAL BUSINESS," AS THAT TERM IS DEFINED IN SECTION 15-176 OF THE CITY OF HOUSTON CODE OF ORDINANCES ("THE CODE"):**

- **IF THE BID OF THE LOCAL BUSINESS IS LESS THAN \$100,000 AND IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 5% OF THE LOWEST BID RECEIVED, OR**
- **IF THE BID OF THE LOCAL BUSINESS IS MORE THAN \$100,000 AND IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 3% OF THE LOWEST BID RECEIVED, AND**
- **UNLESS THE USER DEPARTMENT DETERMINES THAT SUCH AN AWARD WOULD UNDULY INTERFERE WITH CONTRACT NEEDS, AS PROVIDED IN SECTION 15-181 OF THE CODE.**

**IF THERE IS NO BID OF A LOCAL BUSINESS THAT MEETS THESE CRITERIA, THE CITY WILL AWARD THE PROCUREMENT TO THE LOWEST RESPONSIBLE BIDDER.**

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Specifications (a copy of Master Specifications Section 11311, Submersible Wastewater Pumps, GHWP, dated 06/28/2005 or latest edition will be included as a part of this document) requiring compliance with the applicable sections of the following standards and codes:

- American National Standard Institute (ANSI)
- American Society for Testing and Materials (ASTM)
- Anti-Friction Bearing Manufacturing Association (AFBMA)
- Hydraulic Institute
- Institute of Electrical and Electronic Engineers (IEEE)
- National Electric Code (NEC)
- National Electrical Manufacturers Association (NEMA)
- Steel Structures Painting Council (SSPC)
- City of Houston Electrical Code

B.00.09 Wherever this document refers to the following codes and standards, the specific sections of the code/standard shall apply to the repairs being carried out by the Contractor and/or subcontractor:

- Steel Structures Painting Council (SSPC)
- Anti-Friction Bearing Manufacturing Association (AFBMA)
- American Society for Non-Destructive Testing

B.00.10 A copy of Master Specifications Section 11311, Submersible Wastewater Pumps, GHWP, dated 06/28/2005 or latest edition is attached and shall become a part of this repair and service contract.

B.00.11 The Contractor shall furnish, when requested by the **contract technical representative** (CTR), copies of current environmental permits and demonstrate compliance with current environmental regulations.

B.00.12 Subcontractors to the Contractor are subject to all standards as the Prime Contractor.

**B.00.13** THE CONTRACT "FEES AND COSTS" EXHIBIT "H" SHALL BE BASED ON THE CONTRACTOR USING NEW AND ORIGINAL EQUIPMENT MANUFACTURER (OEM) PARTS **OR NEW NON-OEM PARTS** IN THE REPAIR OF CITY'S SUBMERSIBLE PUMPS.

B.00.14 The price of parts and material and cost of a replacement unit supplied for this contract shall be the total original invoiced cost to the contractor plus contractor's quoted percentage (%) markup or percent (%) discount for the item. The Contractor shall submit all ORIGINALS of the supporting documentations with the FINAL invoice.

**B.00.15** **ALL prices for parts and any markup or discount shall be based upon OEM Manufacturer's latest Price List for distributorships or cost plus (+) markup for Non-OEM parts for Non-OEM distributorships.** This is applicable to the parts section of the Bid Forms and subsequently will be incorporated into Exhibit "H" entitled "Fees and Costs" of the Contract.

**B.00.15.1** **The Contractor may be asked to provide pricing for both OEM and Non-OEM Repair parts.**

B.00.16 The Contractor who is an OEM Distributor/Shop shall use the OEM's latest list price utilizing the OEM Distributor/Shop's **applied discount percentage (%) (plus) + or (minus) -** for the price of OEM parts and material and cost of a replacement unit supplied for this contract.

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- B.00.17 ALL MARKUPS SHALL BE BASED ON CONTRACTOR'S ACTUAL COST OR SUB-CONTRACTOR'S ACTUAL ORIGINAL INVOICED DOCUMENTS. THE CONTRACTOR SHALL SUBMIT THESE ORIGINAL INVOICES, AS ATTACHMENTS, WITH THE FINAL INVOICE FOR PAYMENT BY THE CITY FOR THE WORK PERFORMED BY THE CONTRACTOR.
- B.00.18** At Contractor's repair facility, the Contractor shall **disassemble and inspect** the unit (D&I), provide recommendations and prepare a scope of work to repair and/or replace parts with **new OEM parts or new Non-OEM parts**. The cost of inspection, recommendations and preparation of work scope shall be a part of the base cost of any Recondition-Repair or Rewind-Repair job per Exhibit "H", Fees and Costs.
- B.00.19** **If the Contractor plans to use any part other than an OEM part, the Contractor shall obtain written permission from the user department representative (UDR) and/or the contractor technical representative (CTR) before using parts.** The contractor shall submit specification and documentation on the proposed substitution. Substitution of parts shall be of equal or better material and craftsmanship and shall perform as well as **OEM** part.
- B.00.19.1** **All Repair or replacement parts shall equal or exceed specifications for OEM repair or replacement parts.**
- B.00.20 The City reserves the rights to pick up any and all parts that are quoted by the Contractor to be replaced. This includes (but is not limited to) seals, bearings, and other items of a submersible pump unit.
- B.00.21 A City representative will pick up all non-repairable submersible pumps and pump components from the contractor facility. Non-repairable units do not need to be reassembled.
- B.00.22 Where hourly work is performed on behalf of the City, the Contractor (and approved sub-contractor) shall fully document the start of the work, the time spent on the job, and completion of each job. The documentation shall be punch card/time-clock, shop record or any other mutually agreed method, see **Exhibit "B-10"**.
- B.00.23 The Contractor shall ensure the equipment **inventory number** (EI) tag remains attached to the equipment. The Contractor shall notify the UDR if the (EI) tag is damaged or missing.
- B.00.24 Wherever torque values are known, the Contractor shall use a torque wrench and adhere to the OEM torque values.
- B.00.25 When requested by the UDR, the Contractor shall furnish parts needed for maintenance activities of submersible pumps by City Personnel. The Contractor shall charge the same price and mark-up or discount for these parts as scheduled in Bid Forms and Contract Fee Exhibit "H" under "Parts and Material."
- B.00.26 Paint booth shall not be used for sandblasting.
- B.00.27 Upon receipt of the submersible pumps the Contractor shall verify and document all information about the condition of the units including nameplate data. The Contractor shall inspect the unit and document the damaged and missing parts on the teardown report.
- B.00.28 Digital photographs of each unit, as received and the damaged components will be taken and included within the teardown report.

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merchandise originated from, the City of Houston Ordinance, Contract and SRO numbers, signature of UDR, signature of receiving employee, printed names, employee number, date received and the authorization release number.

B.00.41 The repair shop must be able to verify all hours charged for machine work. This will apply to work done by contractor or approved subcontractor(s). The hours worked on

City's equipment shall be supported with time cards when applicable to hourly rates. The ORIGINAL time cards shall be submitted with the FINAL invoice.

B.00.42 The City reserves the right to review all payments made to the Contractor by auditing any and all documents associated with this contract over the contract period and two years after expiration of the contract. Subject to such audit, any overpayments shall be recovered from the Contractor.

B.00.43 The Contractor shall be responsible for storage of the submersible pump units and all parts. Any parts lost or damaged while in the possession of the Contractor shall be repaired or replaced at the Contractor's expense.

B.00.44 The base price, before mark-up/discount of parts supplied for this contract is the total cost of the item for which the Contractor shall provide documentation.

**B.00.45** **DELETED:**

B.00.46 Upon completion of any repair work the Contractor shall provide to the City, a full set of completed teardown sheets which details the work performed on the unit, test results and data sheets. The Contractor shall also include but is not limited to the electrical, machinist and mechanical report, and winding data report.

B.00.47 The Contractor shall establish and maintain records of the repair and services performed for at least 2 years after contract expires and also at least three (3) years after the pump is returned repaired (EASA AR100-2010, Section 1.3.2 or latest edition).

B.00.48 The repaired unit shall pass inspection and/or test (s) with defined acceptance criteria (EASA AR100-2010, Section 4 or latest edition).

B.00.49 All inspection, cleaning, balancing, disassembly, reassembly, winding, dipping, baking, blasting, painting, testing and document preparation shall be included as part of the base rewind/recondition cost.

**B.00.50** **In the event the contractor cannot recondition-repair and rewind-repair motor, the city permits, upon CTR's approval, contractor to purchase from manufacturer; OEM reconditioned or remanufactured motor for its submersible pumps. Non-OEM motor is acceptable upon CTR's approval. The Contractor shall furnish the OEM or Non-OEM documentation with FINAL invoice.**

B.00.51 The REWIND-REPAIR cost in the Fees and Costs schedule does not include the cost of bearings, seals, impellers, wear-rings, heaters, broken and damaged parts. The cost of bearings, seals, impellers, wear-rings, heaters, broken and damaged parts are reimbursable, if authorized by the UDR.

B.01 **EXPLOSION-PROOF SUBMERSIBLE PUMP UNITS (SUITABLE FOR NEC CLASS I, DIVISION I, GROUP D)**  
**REPAIR OF UNDERWRITERS LABORATORY (UL) APPROVED EXPLOSION-PROOF SUBMERSIBLE PUMP.**  
**REPAIR OF FACTORY MUTUAL (FM) APPROVED EXPLOSION-PROOF SUBMERSIBLE PUMP.**

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- B.03.15 The Contractor shall determine what parts are to be machined or replaced with new parts. As a minimum the Contractor shall replace all bearings and seals when the original unit was furnished with such items.
- B.03.16** Within seven (7) working days the Contractor shall prepare and submit to the UDR a scope of the repair work to be carried out on the unit, which shall include a good faith and detailed cost estimate. This cost estimate shall include a brief description of the work to be performed, cost for new replacement OEM/ **Non-OEM** parts, estimated additional labor hours required for the repair of the unit not covered under rewind/recondition base cost and shall include the estimated time for delivery time of parts and expected completion date of the work.
- B.03.17 The UDR will inspect the tear-downed unit, review the Contractor's proposed work scope and cost estimate. If the cost exceeds the budget, the UDR shall revise the scope and have the Contractor submit another cost estimate.
- B.03.18 Upon written acceptance of cost estimate by the UDR, The Contractor shall proceed with repairs. The Contractor shall commence to work on the unit and complete the repair within the allocated time for delivery of such item:
- |           |                                     |          |
|-----------|-------------------------------------|----------|
| B.03.18.1 | Submersible Pumps 75 HP and smaller | 8weeks   |
| B.03.18.2 | Submersible pumps larger than 75 HP | 12 weeks |
- B.03.19 The Contractor shall notify the UDR immediately if the Contractor cannot complete the job within the contractually agreed time period of item B.03.18. The Contractor shall submit to the UDR a detailed explanation for the delay with a new documentation to complete the job. If additional work is required, the Contractor shall submit explanation before commencing the additional work. B.03.20 At all times during the repair process, the Contractor shall maintain the City's equipment in a clean and weather protected storage area.
- B.03.21 The rotor assembly shall be checked for total indicated run out and recorded on the rotor information sheet. The check shall be carried out in precision "V-Blocks.
- B.03.22 Shaft seal surface, bearing journals, shall be micrometer checked and results shall be recorded on the rotor information sheet.
- B.03.23 The critical dimensions of the end bells and bearing housing shall be micrometer checked and recorded on the mechanical inspection sheet.
- B.03.24 The above measurements shall be submitted to the UDR, along with the electrical and mechanical data sheets, during the teardown inspection.
- B.03.25 Replacement bearings shall have an L<sub>10</sub> rating life in accordance with ANSI/AFBMA of at least 40,000 hours. If the L<sub>10</sub> rating life of the existing bearing is larger than 40,000 hours, the Contractor shall replace the bearing with the same L<sub>10</sub> rating life bearing as the existing one.
- B.03.26 The Contractor shall ensure the quality of varnish in the Dip Tank and the VPI system by sampling and testing the varnish in the DIP Tank/VPI system every three months. The Contractor shall have the varnish quality reports available for review by the City Inspection Team and the UDR.
- B.03.27 After parts have been repaired, the Contractor shall put together and balance the rotating assembly. The Contractor shall balance the rotor first, and then balance the

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assembled rotor and impeller.

- B.03.28 The Contractor shall reassemble the submersible pump unit seal, paint and test as required.
- B.03.29 Surface of all RECONDITION-REPAIR and REWIND-REPAIR units shall be prepared for painting to white metal finish by blast cleaning to surface preparation standards and specifications (SSPC-SP5).
- B.03.30 Surface of all RECONDITION-REPAIR and REWIND-REPAIR units shall be primed and finished, in an approved paint booth, using the unit manufacturer's standard epoxy painting system:
- The minimum primer coat thickness shall be 3 mils DFT, dry film thickness (DFT).
  - The minimum finish coat thickness shall be 6 mils DFT, dry film thickness (DFT).
- B.03.31 If the manufacturer's "standard epoxy painting" information is not available, the following industrial coating specification for surface of pumps and equipment shall be followed:
- The primer and finish coats shall be two-component, rust-inhibitive, polyamide-cured epoxy coating with a recoatable finish,
  - The prime coat shall be Ameron 38P, Tnemec 69, or equal.
  - The finish coat shall be Ameron 38S, Tnemec 69, or equal.
- B.03.32 Changes to paint specifications (item B.03.29, B.03.30 and B.03.31) shall be approved by the UDR prior to application of paint.
- B.03.33 The user department will specify the paint color.
- B.03.34** **Whenever needed, OEM or approved substitute** specified lube/cooling oils, or equal, shall be used in the oil chamber. The lube/cooling oils shall be biodegradable, nontoxic, and FDA approved.
- B.03.35** **OEM specified greases**, or equal, shall be used in the bearings.
- B.03.36 All electrical work for RECONDITION-REPAIR and REWIND-REPAIR of the units shall be in accordance with Item **B.04 MOTOR INSPECTION AND REPAIR.**

**DRINKING WATER OPERATIONS**

- B.03.37 Disinfection of pumps for portable water services: Prior to packaging and preparation for return to the city, all repaired or replaced pumping equipment or related parts supplied or otherwise handled or manipulated under this contract- the surfaces of which (interior and exterior) will be in direct contact with portable water (upon return to the City – shall be cleaned, swabbed with a one percent (1%) hypochlorite solution, contact time 10-30 minutes. Then thoroughly rinsed with potable water after completion of contract repairs and/or hydraulic or hydrostatic testing. A separate certificate of disinfection completion, signed by the Contractor shall accompany all affected parts and/or equipment.

**B.04 MOTOR INSPECTION AND REPAIR**

**B.04.01 MOTOR INSPECTION AND REPAIR-GENERAL**

- B.04.01.01 The Contractor shall provide a repair data sheet showing the condition of the motor upon receipt, the repair work done and the final test results.**
- B.04.01.02 During disassembly, the motor shall be visually inspected to determine cause of

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**B.11.03** The contractor shall fully warrant installation, replacement, repair and maintenance of all parts and equipment from the date of acceptance by the City of Houston (COH) and the Contractor, which shall include installation, testing of parts and equipment through the contract term and extended one (1) year thereafter. SEE CERTIFICATE OF WARRANTY, DOCUMENT OO1 ATTACHED.

B.11.04 During the warranty period ALL related work shall be started by Contractor within twenty-four (24) hours of delivery and shall be repaired within the previously stated time frame B.03.18.

B.11.05 During the warranty period ALL failed units shall be re-repaired or replaced at the Contractor's expense if failure occurs under normal operating conditions or if the failure is due to faulty parts or negligence of the Contractor.

**B.12** **INVOICES**

No later than 30 days after the City accepts and receives the pump, the Contractor shall submit invoices for payment in triplicate (one original and two copies) that are on Contractor's company stationary with the original signed by an authorized agent of the company. In addition, all invoices shall be submitted by May 30<sup>th</sup> of each fiscal year to ensure payments are paid by the end of each fiscal year. ALL SUPPORT DOCUMENTS SHALL BE ORIGINAL. The invoice number shall not be duplicated during the term of the contract. Each invoice shall include the following information:

B.12.01 The City Contractor Number, City Ordinance Number, City Release Number, and Contractor's Job Number.

B.12.02 The Contractor's Job Number and Contract year shall appear clearly on all time sheets [showing hours worked, break(s) and lunch time], invoices, and suppliers' invoices.

B.12.03 The Contractor's name and address and where the service was performed.

B.12.04 The City equipment EI Number, and City Work Order Number.

B.12.05 The City Facility Number and address where equipment had been prior to service.

B.12.06 Detailed description of services rendered.

**B.12.07** Description of parts or components repaired or replaced. Provide part numbers, listing before and after discount. If parts are OEM or Non-OEM reconditioned, the costs to recondition parts must be listed as well as the cost of new OEM or Non-OEM replacement parts.

B.12.08 The subcontractor's invoices with detail description of work performed, time sheets [showing hours worked, break(s) and lunch time], and cost.

B.12.09 Detail Labor hours and rates as stated in the contract Exhibit "H" entitled "Fees and Costs".

B.12.10 The City shall delivery and pickup tickets.

B.12.11 UL re-certification for explosion-proof units when applicable

B.12.12 Subtotal costs for recondition/rewind, parts and labor separately.

B.12.13 Shop Acceptance form, Teardown and Recommended Repair form, UL Certification form (when applicable), Equipment Release Authorization form, Recommended Repair

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**B.16 Warranty of Services**

16.01 *Definitions:* “Acceptance” as used in this clause, means the act of an authorized representative of the City by which the City assumes for itself, approves specific services, as partial or complete performance of the contract. “Correction” as used in this clause, means the elimination of a defect.

**16.02** Notwithstanding inspection and acceptance by the City or any provision concerning the conclusiveness thereof, the Contractor warrants that all services performed under this contract will, at the time of acceptance, be free from defects in workmanship and conform to the requirements of this contract. The City shall give written notice of any defect or nonconformance to the Contractor **within the warranty period from the date of acceptance by the COH and the Contractor**. This notice shall state either (1) that the Contractor shall correct or re-perform any defective or non-confirming services at no additional cost to the City, or (2) that the City does not require correction or re-performance.

16.03 If the Contractor is required to correct or re-perform, it shall be at no cost to the City, and any services corrected or re-performed by the Contractor shall be subject to this clause to the same extent as work initially performed. If the Contractor fails or refuses to correct or re-perform, the City may, by contract or otherwise correct or replace with similar services and charge to the Contractor the cost occasioned to the City thereby, or make an equitable adjustment in the contract price.

16.04 If the City does not require correction or re-performance, the City shall make an equitable adjustment in the contract price.

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**CITY OF HOUSTON  
STANDARD DOCUMENT**

**CERTIFICATE OF  
WARRANTY**

Document 001

**WARRANTY OF INSTALLATION, REPLACEMENT,  
REPAIR AND MAINTENANCE**

BID NO:  
OUTLINE AGREEMENT NO: [No.]

TO: [Contractor's Company Name]  
Contractor and [Contractor's Address]  
Address for Written Notice

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**1.01 DATE OF SUBSTANTIAL COMPLETION**

The Work performed under the Contract was inspected on [Date inspected], and found to be substantially complete. The Date of Substantial Completion of the Work is hereby established as [Date of Substantial Completion]. This is the start date of Warranty.

**1.02 WARRANTY PERIOD**

The contractor fully warrants installation, replacement, repair and maintenance of all parts and equipment from the date of acceptance by the City of Houston and the Contractor, which includes installation, testing of parts and equipment through the contract term and extended one (1) year thereafter..

**1.07 CONTRACTOR'S ACKNOWLEDGEMENT**

Signature of Contractor, or its agent, acknowledges Warranty Work and the terms of Warranty Period referenced under Warranties, Paragraph B.11.03.

_____ Contractor	_____ Signature	_____ Date
_____ CTR, Wastewater	_____ Signature	_____ Date
_____ CTR, Drinking Water	_____ Signature	_____ Date
_____ UDR, Wastewater	_____ Signature	_____ Date
_____ UDR, Drinking Water	_____ Signature	_____ Date

**Letter of Clarification No. 7  
 Invitation to Bid No. S50-L23863 for Submersible Pump Repair Services  
 for the Public Works and Engineering Departments**

**REVISED 10/21/2011**

**SAMPLE PRICING**

- ✚ What Sample Pricing **Is**: Pricing of selected contract bid items/services purchased by the City which allows comparison of vendor's prices.
- ✚ What Sample Pricing **Does**: Sample Pricing: allows the City to determine which vendor is offering the best value when compared to their bid price(s).

***Sample Pricing shall be provided for each year of the contract, (five-years). The Contractor shall duplicate the pricing form and indicate sample pricing for the proceeding years, (year 2, 3, 4 & 5).***

**Yr 1 Sample Pricing**

**Group 1, – Rewind Flygt Pump Model CP-3305**

COST	DESCRIPTION	U/M	QTY	UNIT
1.	75 hp and less than or equal to 100 hp	Ea	1	_____

**Group 3, -- Flygt Pump – Labor Rates**

COST	DESCRIPTION	U/M	QTY	UNIT
1.	Electric Labor Rate	Hr	10	_____

COST	DESCRIPTION	U/M	QTY	UNIT COST/		UNIT
				OEM PARTS	NON-OEM PARTS	

**Group 4, -- Flygt Pump, PARTS & MATERIALS (Original Invoice)**

1.	Repair Kit, 330. 180 U & L Seal U & L Brgs. O-Ring Kit	Ea	1	_____	_____
2.	Cable, Subcab 7X1.5 16MM 158F	Ea	60	_____	_____
3.	Cable, Subcab 4G50 41-45MM 70C Old #00094 20 49	Ea	60	_____	_____
4.	Grommet 43MM ID 70MM OD	Ea	1	_____	_____
5.	Grommet 17MM ID 35MM OD	Ea	1	_____	_____
6.	O-Ring 239.3X5.7 Nitrile **10	Ea	2	_____	_____
7.	O-Ring 179.3X57 Nitrile **10	Ea	1	_____	_____
8.	Level Switch 700/800/900	Ea.	1	_____	_____
9.	Control Cable Unit	Ea.	1	_____	_____
10.	Wear Ring, Rotating S.S	Ea	1	_____	_____
11.	Wear Ring	Ea	1	_____	_____

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**Yr 1 Sample Pricing**

**Group 5, – Recondition, KSB Pump Model KRTE100225174XG202**

COST	DESCRIPTION	U/M	QTY	UNIT
	1. 5 hp and less than or equal to 15 hp	Ea	1	_____

COST	DESCRIPTION	U/M	QTY	UNIT COST	UNIT
				OEM PARTS	NON-OEM PARTS

**Group 8, -- KSB Pump, PARTS & MATERIALS (Original Invoice)**

1.	Oil	Ea	0.5	_____	_____
2.	Potting Mix	Ea	1	_____	_____
3.	SKF 6305 Sealed	Ea	1	_____	_____
4.	SKF 6309 Sealed	Ea	1	_____	_____
5.	O-Ring Set	Ea	1	_____	_____
6.	33MM Upper Mech. Seal	Ea	1	_____	_____
7.	33MM Lower Mech. Seal	Ea	1	_____	_____
8.	5/16 SCW Pin Shackle	Ea	2	_____	_____
9.	5/16 Gal. Chain	Ea	27	_____	_____
10.	55 ft. Cable 10G 9COND SEOOW	Ea	55	_____	_____

**Yr 1 Sample Pricing**

**Group 10, – Recondition, Myers Pump Model #8VLX600M6-43**

COST	DESCRIPTION	U/M	QTY	UNIT
	1. 50 hp and less than or equal to 75 hp	Ea	1	_____

**Group 12, -- Myers Pump – Labor Rates,**

COST	DESCRIPTION	U/M	QTY	UNIT
	1. Machining Standard Labor Rate	Hr	38	_____

COST	DESCRIPTION	U/M	QTY	UNIT COST	UNIT
				OEM PARTS	NON OEM PARTS

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**Group 13, Myers Pump, PARTS & MATERIALS (Original Invoice)**

1.	Potting Mix	Ea	2	_____	_____
2.	Fina Diekan Oil	Ea	12	_____	_____
3.	½ 13X2 SS HHCS Bolts	Ea	10	_____	_____
4.	4/4 Power Cable	Ea	90	_____	_____
5.	18/5 Control Cable	Ea	90	_____	_____
6.	6309 Open Bearing	Ea	1	_____	_____
7.	7316 Open Bearing	Ea	1	_____	_____
8.	Upper Bearing Wavy Washer	Ea	1	_____	_____
9.	Isolating Terminals ½ NPT	Ea	7	_____	_____
10.	New Volute	Ea	1	_____	_____
11.	Upper Spring Retainer	Ea	1	_____	_____
12.	Upper & Lower Seals (hard face)	Ea	2	_____	_____
13.	O-Rings	Ea	5	_____	_____
14.	Gasket/Ring Seal	Ea	1	_____	_____

**Yr 1 Sample Pricing**

**Group 15, -- Rewind, Miscellaneous Pump – Fairbank Morse Model V020D2256D**

COST	DESCRIPTION	U/M	QTY	UNIT
	1. 30 hp and less than or equal to 50 hp	Ea	1	_____

**Group 16, -- Miscellaneous Pump– Labor Rates**

COST	DESCRIPTION	U/M	QTY	UNIT
	1. UL Re-Certification	Hr	1	_____
	2. Machining	Hr	26	_____

COST	DESCRIPTION	U/M	QTY	UNIT COST		UNIT
				OEM PARTS	NON-OEM PARTS	

**Group 17, -- PARTS & MATERIALS (Original Invoice)**

1.	Impeller	Ea	1	_____	_____
2.	Impeller Cap Screws	Ea	1	_____	_____
3.	Impeller Washer	Ea	1	_____	_____
4.	Front Head Wear Ring	Ea	1	_____	_____
5.	Impeller Key	Ea	1	_____	_____

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6.	Volute Gasket	Ea	1	_____	_____
7.	Impeller Shim	Ea	7	_____	_____
8.	Motor O-Ring Kit	Ea	1	_____	_____
9.	Resistor	Ea	1	_____	_____
10.	Circulator	Ea	1	_____	_____
11.	Terminal Board Assy	Ea	1	_____	_____
12.	Radial Bearing	Ea	1	_____	_____
13.	Thrust Bearing	Ea	1	_____	_____
14.	Inner Mechanical Seal	Ea	1	_____	_____
15.	Outer Mechanical Seal	Ea	1	_____	_____
16.	Gland Seal	Ea	1	_____	_____
17.	Sator Housing	Ea	1	_____	_____

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Bring all motor/pump clearances to OEM standards. Dynamically balance rotating parts assembly, re-assemble, perform all tests, and check vibration at full rated voltage and frequency, and paint.

“Rewind and repair” (rewind-repair) shall mean that the contractor, upon receipt of the unit, shall inspect and clean all components. Burn stator, strip, and take data. Core test stator, rewind, connect, test, varnish dip /VPI stator, clean resin from stator fits. Check pump casing, impeller, volute, seals, and wear rings, if applicable. Check impeller fit on shaft. Bring all motor/pump clearances to OEM standards. Dynamically balance rotating parts assembly, re-assemble, perform all tests, and check vibration at full rated voltage and frequency, and paint.

“Standard Labor Rate “(SLR) shall mean the contractor’s charge for labor during contractor’s Standard Business Hours.

“Start of Contract Period” shall mean the date specified in the Notice to Proceed from the City Purchasing Agent.

**“Non-OEM Parts” shall mean any After Market Part(s) that meets or exceeds Original Equipment Manufacturer’s standards.**

“Submersible pump Groups” means the submersible pumps for the purpose of this contract are grouped such as to represent the manufacturer, operating voltage, speed, and the size of the units.

<u>Group Name</u>	<u>Manufacturer</u>	<u>Nominal Voltage (Volts)</u>	<u>Nominal Speed (RPM)</u>	<u>Horsepower (HP)</u>
Flygt: = 30 HP	Flygt	120,230,460	900 to 3600	Fractional HP to < or
Flygt	Flygt	230,460	900 to 3600	> 30 < or = 125 HP
KSB: = 30 HP	KSB	120,230,460	900 to 3600	Fractional HP to < or
Myers: = 125 HP	Myers	120,230,460	900 to 3600	Fractional HP to < or
Misc: = 100 HP	Miscellaneous	120,230,460	900 to 3600	Fractional HP to < or

“User Department Representative” (UDR) shall mean the representative of the Director of the Department assigned to administer the day-to-day activities of the Contract.