



CITY OF HOUSTON

Administration and Regulatory Affairs Department
Strategic Purchasing Division

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October 11, 2011

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Subject: Letter of Clarification No.4 to Invitation to Bid No. S50- L24034, Pre-Positioned Contract for Base Camp Services for Post Disaster for the City of Houston

To: All Prospective Bidders:

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

- **To revise the Scope Work/Specifications and to provide responses to questions posed by prospective bidders:**

1.) Section B, Scope of Work/Specifications has been revised: Remove pages 3, 5, 6, 7, 8 & 9 of 39 and replace with the attached pages 3, 5, 6, 7, 8 & 9 of 39 marked, "Revised 10/10/2011".

2.) The following questions and City of Houston responses are hereby incorporated and made a part of the Invitation to Bid:

Question No. 1 Page 2, Para 6: Does the solicitation require debris removal in addition to the base camp(s)? If so, will the City provide estimated workload data?

Answer: No, base camps only.

Question No. 2 Page 5, Para 1.1: Can the City provide an estimated ratio of males to females by site?

Answer: Eighty percent male to twenty percent female.

Question No. 3 Page 5, Para 1.1: Can the City provide an estimate of the total population?

Answer: 11,500.

Question No. 4 Page 5, Para 1.1: Can the City provide a ratio of the population requiring housing vice feeding?

Answer: One hundred percent for both.

Question No. 5 Page 5, Para 1.1: Can the City provide the location of the sites?

Answer: The Houston Police Academy located, 7000 Aldine Westfield, population estimated at two thousand persons, (hot bunk). The Houston Fire Academy located, 8030 Braniff, estimated one thousand persons, (hot bunk). Other locations yet to be determined.

Partnering to better serve Houston

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- Question No. 6** Page 5, Para 1.1: Can the City provide the size of the sites?
- Answer:** Houston Police Academy seventy acres and the Houston Fire Academy is forty acres.
- Question No. 7** Page 5, Para 1.1: Will the City ensure the Contractor has access to the sites?
- Answer:** Yes.
- Question No. 8** Page 5, Para 1.1: Are the sites owned by the City?
- Answer:** Yes.
- Question No. 9** Page 5, Para 1.1: Are the sites improved or un-improved? If they are improved, what are the improvements? If they are not improved, how much site prep is required?
- Answer:** Both, prep work shall be determined after the camp site visit.
- Question No. 10** Page 5, Para 1.3.1: What is the headcount per site per meal?
- Answer:** See the answer to question No. 7, to include a twenty-four hour grill.
- Question No. 11** Page 5, Para 1.3.1: Are there any special dietary requirements?
- Answer:** No.
- Question No. 12** Page 5, Para 1.3.1: What type meals are desired?
- Answer:** Hot meals prepared at the base camps and boxed meals for those working in the field and a twenty-four hour grill.
- Question No. 13** Page 5, Para 1.3.1: What is the minimum number of meals the City will guarantee?
- Answer:** See the answer to question No. 7, to include a twenty-four grill.
- Question No. 14** Page 5, Para 1.3.1: Does the City want 4 meals per day or open feeding 24 hours per day?
- Answer:** See answer to question No. 7.
- Question No. 15** Page 5, Para 1.3.1: If the City wants 4 meals per day, does the City want alternating Hot (Breakfast & Supper) and Cold (Lunch & Midnight) meals or another all Hots, 3 Hots and a Cold, or 4 Colds?
- Answer:** City requires three hot meals and a twenty-four hour grill.
- Question No. 16** Page 5, Para 1.3.1: What beverages does the City want at each meal?

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Answer: The Contractor must provide water, coffee, milk, orange and fruit juices, ice tea and a variety of carbonated soft drinks.

Question No. 17 Page 5, Para 1.3.1: Does the City want ice available? If so, how many lbs per man per day?

Answer: Yes, 10 lbs of bagged ice per person, per day.

Question No. 18 Page 5, Para 1.3.1: Does the City want snacks? If so, what kinds, how many, and how often?

Answer: Assorted candy bars, salted peanut butter / cheese snack crackers, energy bars and assorted fresh fruit. An assortment of twelve per person per day.

Question No. 19 Page 5 Para 1.3.1: Does the City want bottled water? If so, how many bottles per man per day?

Answer: Eight, sixteen ounce bottles per person per day, plus two electrolyte replacement mixes.

Question No. 20 Page 5, Para 1.3.1: Does the City require 3 DFACs/kitchens per site or just the capability to feed the camps' population?

Answer: The Contractor shall be required to provide kitchens within the base camps that have the capability to feed the camps population in a relatively short amount of time.

Question No. 21 Page 5, Para 1.3.1: Does the City require the contractor to feed all City employees at the same time or does the City want staggered serving times? How many tables and chairs does the City require for each dining area?

Answer: The Contractor shall be required to provide three hot meals, breakfast at 4:00 AM until 10:00 AM, lunch, 11:00 AM until 2:00 PM, dinner, 4:00 PM until 8:00 PM and provide a twenty-four hour operating grill. The Contractor shall be required to provide enough tables and chairs to meet the base camps population.

Question No. 22 Page 5, Para 1.3.2: Are clear span tents acceptable for housing City employees? If not, what would the City prefer?

Answer: The City requires tent accommodations for eight to ten persons.

Question No. 23 Page 5, Para 1.3.2: Given that clear span tents are acceptable, are open bays acceptable? If not, what how does the City want the tents partitioned?

Answer: The City requires tent accommodations for no more than eight to ten persons.

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Question No. 24 Page 5, Para 1.3.2: Does the City prefer doors or flaps on the tents? How many entrances per tent are required?

Answer: Doors are preferred with one per tent for the small tents. Large dining tents minimum eight double-doors. *(To be discussed at Pre-Bid Conference)*

Question No. 25 Page 5, Para 1.3.2: How many employees will require housing at each site?

Answer: The City will house 11,500 persons divided among all operating base camp sites.

Question No. 26 Page 5, Para 1.3.2: Does the City plan on hot bunking? If not, does the City want separate units for each shift?

Answer: Yes, the City does plan on hot bunking.

Question No. 27 Page 5, Para 1.3.2: Are cots acceptable? If so, what is the minimum weight rating required? If not, what does the City want?

Answer: The City requires cots with a 350lb weight rating.

Question No. 28 Page 5, Para 1.3.2: Other than something to sleep on, does the City require any additional furniture?

Answer: The Contractor shall be required to provide full size, eighteen inch width, metal wardrobe lockers with supplied keyed padlock.

Question No. 29 Page 5, Para 1.3.2: Will the employees bring their own bedding and pillows or does the City want the contractor to provide?

Answer: The Contractor shall be required to provide all bedding.

Question No. 30 Page 5, Para 1.3.2: Does the City want Air Conditioners or Environmental Control Units (provide both cooling and heating)?

Answer: The Contractor shall be required to provide both air conditioning and environmental control units for heating and cooling per tent. *(To be discussed at Pre-Bid Conference)*

Question No. 31 Page 5, Para 1.3.2: How cool or warm does the City want the housing units and any other facilities? The City will need to provide an ambient temperature as well as an inside temperature to ensure proper sizing of the generators and either ACs/ECUs.

Answer: Base camp locations shall maintain a 68 degree ambient temperature.

Question No. 32 Page 5, Para 1.3.2: Does the City require flooring? If so, how high?

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Answer: The Contractor shall be required to provide flooring, minimum height for the smaller housing and if the large dining and meeting tents are not over a concrete foundation then they also require flooring, minimum height.

Question No. 33 Page 5, Para 1.3.2: Does the City want separate housing for males and females?

Answer: Yes.

Question No. 34 Page 5, Para 1.3.3: Are there any dry cleaning requirements?

Answer: No.

Question No. 35 Page 5, Para 1.3.3: Does the City want an on-site individual laundry capability or an off site professional laundry service?

Answer: The Contractor shall be required to provide an on-site laundry service. *(To be discussed at Pre-Bid Conference)*

Question No. 36 Page 5, Para 1.3.3: If the City requires an off-site professional laundry service, how many lbs per day per man is required?

Answer: Five pounds per day per person.

Question No. 37 Page 5, Para 1.3.3: Is a 3 day turn acceptable vice a 24 hour turn?

Answer: The Contractor shall be required to provide twenty-four hour turnaround.

Question No. 38 Page 5, Para 1.3.4: How many hand wash stations are required?

Answer: One hand wash station per forty persons per camp site.

Question No. 39 Page 5, Para 1.3.4: Does the City consider a 4 spigot hand wash station 1 station or 4 stations?

Answer: Four stations.

Question No. 40 Page 6, Para 1.4.1: Would the City please provide an alert timeline?

Answer: Yes, the Office of Emergency Management (OEM) will determine the alert time. *(To be discussed at Pre-Bid Conference)*

Question No. 41 Page 6, Para 1.4.1: Does the City expect to issue a verbal notification in advance of a written notification?

Answer: Yes.

Question No. 42 Page 6, Para 1.4.2: What are the City's estimates electrical requirements in the temporary facilities? How many electrical outlets are required?

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Answer: The housing units will require, two 110V outlets per bunk. The meeting tents require, twenty, 110V outlets, per tent. Each base camp site requires a 220V outlet for the commucations/command van and six 110V, one 220V and one 440V outlet for the perimeter vehicle maintenance area.

Question No. 43 Page 6, Para 1.4.2: Does the City require secondary containment for the fuel tanks and generator sets?

Answer: Yes.

Question No. 44 Page 6, Para 1.4.2: Will the City provide dump sites for grey and black water?

Answer: Yes.

Question No. 45 Page 6, Para 1.4.2: Will the City allow the contractor to use the nearest sanitary sewer to dispose of grey and black water?

Answer: Yes.

Question No. 46 Page 6, Para 1.4.3: Does the City require toiletry kits?

Answer: Yes.

Question No. 47 Page 6, Para 1.4.3: Does the City require towels? If so, how many per employee? Are disposable towels acceptable?

Answer: Yes, two towels per person per day and disposable towels are not acceptable.

Question No. 48 Page 6, Para 1.4.3: Will the City specify which Health and Human Services guidelines and regulations apply to these base camps?

Answer: Yes, the OEM and Health and Human Services Department will determine the guidelines.

Question No. 49 Page 14, Para 6.1: Will the City waive the requirements for permits and licenses since this work is for and under the direct supervision of the City?

Answer: The City base camp manager will make these decisions.

Question No. 50 Does the City require all sites to be fenced? If so, does the City want permanent or temporary fencing?

Answer: Yes, all sites must be fenced with temporary fencing.

Question No. 51 What is the City's height requirement for the fence?

Answer: The City requires six foot minimum.

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Question No. 52 Does the City want the fence topped with barbed wire or razor wire?

Answer: Yes, either.

Question No. 53 Is there a requirement for access control points at the gates? If so, what are the City's requirements for access control points?

Answer: Yes. City employee badges and assigned wrist bands.

Question No. 54 How many gates and what type are required for each site's fences?

Answer: Smaller base camp sites will require a minimum of two access gates and the larger base camp sites will require a minimum of four gates.

Question No. 55 Does the City want the contractor to provide light towers to permit illuminated night operations? If so, how many per camp?

Answer: Yes, the Contractor shall be required to provide one light tower per 125 person population base camp site.

Question No. 56 Does the City require shower trailers? If so, what is the ratio per stall per man?

Answer: Yes, the Contractor shall be required to provide shower trailers with one shower per ten person population at the base camp site.

Question No. 57 Is the use of propane to heat the water acceptable?

Answer: Yes.

Question No. 58 Does the City want sinks? If so, what is the ratio?

Answer: Yes, the Contractor shall be required to provide for one sink per ten person population per base camp site.

Question No. 59 Does the City want the contractor to provide trashcans? If so, how many and where?

Answer: Yes, one per housing tent, one per meeting tent and one per forty persons per dining tent.

Question No. 60 Does the City want fire extinguishers in the tents and with the generators and light sets?

Answer: Yes.

Question No. 61 Is there a recycling requirement? If so, what is it?

Answer: No.

Question No. 62 Does the City require the contractor to badge its employees?

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Answer: Yes.

Question No. 63 Does the City require vector control?

Answer: Yes.

Question No. 64 Does the City require any on site retail fueling? If so, what is the estimated requirement per day?

Answer: Yes, the Contractor shall be required to provide ten gallons of diesel and ten gallons of unleaded fuel for resale per day, per base camp site.

Question No.65 Does the City require smoking canisters? If so, how many per site?

Answer: Yes, five canisters per base camp site.

Question No. 66 Does the City require weapons clearance barrels? If so, how many per site?

Answer: No.

Question No. 67 Does the City require weapons lockers? If so, how many and for what size fire arms?

Answer: No.

Question No. 68 Does the City require temporary facilities other than housing? For example administration or operation cells.

Answer: Yes.

Question No. 69 Does the City require any of these facilities to meet the Americans With Disabilities Act requirements?

Answer: No.

Question No. 70 Does the City require raised sidewalks? If so, how high?

Answer: No, unless the grounds are saturated. *(To be discussed at Pre-Bid Conference)*

Question No. 71 What are the parking requirements?

Answer: The City will allow one private vehicle per person plus all required City vehicles necessary for operations per base camp site. *(To be discussed at Pre-Bid Conference)*

Question No. 72 Will the City of Houston provide a detailed map with prime locations for post disaster camps? If so, please include acreage for each site?

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Answer: Yes, the Houston Police Academy is fifteen acres and the Houston Fire Academy is forty acres.

Question No. 73. We have found over the years site visits prior to an 'event' help determine the type of temporary structures we are able to use. Asphalt and gravel are always better than grass – easier access for vehicles (fork-lifts, tanker and refer trucks w/trailers, etc). Will we have access to each site prior to an 'event' in order to take measurements and assess the area for any deficiencies (underground and overhead utilities, etc)? Will the City of Houston be able to provide or source resources – diesel, potable water, generators?

Answer: Yes. The Contractor shall be required to provide all required resources (i.e. diesel fuel, potable water and generators).

Question No. 74 Will the City of Houston require any additional forms of ID other than TXDL or State Issued IDs? Will vendor provided photo-id badges be acceptable?

Answer: Yes.

Question No. 75 Will the City of Houston provide a 'prime' contact and secondary contacts for each location?

Answer: Yes, there will be a City base camp manager and an assistant manager at each site.

Question No. 76 Due to the nature of the majority of our clients in the camps (Houston Police Dept) will the City provide security for each camp site?

Answer: Yes.

Question No. 77 We would like to have a meeting with key decision makers to develop an effective Operational Plan should and event occur. We have found through experience with our clients in the Petro/Chemical and Utility Industries that given the nature of their operations and priority needs they might have - a full pre-event planning session with the key decision makers both simplifies and expedites mobilization of each location. Example – If we have several camps planned and the City of Houston would like to "prioritize" one or two specific locations - we can prioritize those sites and have the secondary sites set up for additional equipment or personnel. Will the City of Houston provide an operational 'timeline' for its priority needs?

Answer: Yes.

Question No. 78 Our SOP is to be able to accommodate both male and female clients – we would like to know what ratio of male to female clients to plan and prepare for. We understand that each site will have 24/7 operations. Will we be provided a 'demographic blue print' of our planning purposes?

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Answer: Yes.

Question No. 79 Is there a certain "Pricing Format" the City of Houston would like us to use?

Answer: Yes, see the Electronic Bid form.

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: Revised pages 3, 5, 6, 7, 8 & 9 of 39 marked, Revised 10/10/2011.

**Letter of Clarification No.4
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SECTION A REVISED 10/10/2011

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:

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

Table 2 lists other documents and forms that should be viewed/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:

Table 2 – Documents & Forms
Drug Forms.doc
MWBE.doc
Sample Insurance Over \$50,000.pdf
Formal Instructions for Bid Terms.doc
EEOC.doc
Pay or Play Form 2 / Certification
Pay or Play Form 3 / List of Subcontractors

NOTE:

1. Questions concerning the Bid should be submitted in writing to: City of Houston, Strategic Purchasing Division, 901 Bagby, Room B506, Houston, TX 77002, Attn: Arturo Lopez or via fax: 832-393-8759 or via email (preferred method) to arturo.lopez@houstontx.gov no later than **4:00 PM, Monday, August 22, 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.

SITE INSPECTION:

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

HIRE HOUSTON FIRST:

Award of Procurement of \$100,000 or More for Purchase of Non-Professional 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, IF THE BID OF THE LOCAL BUSINESS IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 3% OF THE LOWEST BID RECEIVED. 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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**SECTION B
SCOPE OF WORK/SPECIFICATIONS**

BASE CAMP SERVICES FOR POST DISASTER

1.0 SCOPE OF SERVICES:

REVISED 10/5/2011

- 1.1 The Contractor shall provide base camp services for approximately **11,500** individuals (employees) during a post disaster incident.
- 1.2 The Contractor shall provide food, water, electricity, sleeping and washing facilities as needed for the City of Houston employees on a temporary basis until such facilities are restored within and around the Houston metropolitan area.

1.3 Base Camp Services

The Contractor shall provide the following services that may be needed in part or in full.

1.3.1 Catering

1.3.1.1 The Contractor shall provide catering services to feed approximately **11,500** employees per day, operational up to 24 hours a day.

1.3.1.2 The Contractor shall provide and maintain three (3) or more dining facilities/kitchens with multiple feedings per day.

1.3.1.3 *The Contractor shall provide three hot meals, breakfast at 4:00 AM until 10:00 AM, lunch, 11:00 AM until 2:00 PM, dinner, 4:00 PM until 8:00 PM and provide a twenty-four hour operating grill. The Contractor must provide enough tables and chairs to meet the base camps population.*

1.3.1.4 *The Contractor shall provide snacks; assorted candy bars, salted peanut butter / cheese snack crackers, energy bars and assorted fresh fruit. An assortment of twelve per person per day.*

1.3.1.5 *The Contractor shall provide water, coffee, milk, orange and fruit juices, ice tea and a variety of carbonated soft drinks during meals.*

1.3.1.6 *The Contractor shall provide eight, sixteen ounce bottles and two electrolyte replacement mixes per person, per day.*

1.3.1.7 *The Contractor shall provide 10 lbs of bagged ice, per person, per day.*

1.3.2 Housing

1.3.2.1 The Contractor shall provide and maintain temporary housing facilities to house approximately **11,500** employees per day.

1.3.2.2 *The Contractor shall provide and maintain temporary air conditioned housing facilities. The Contractor must provide both air conditioning and environmental control units for heating and cooling per tent. Base camp locations shall maintain a 68 degree ambient temperature.*

1.3.2.2 *The Contractor shall provide individual tent accommodations for eight to ten persons.*

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- 1.3.2.3 *The Contractor shall provide one door per tent for the small housing tents and eight double-doors for the large dining and meeting tents.*
- 1.3.2.4 *The Contractor shall provide full size, eighteen inch width, metal wardrobe lockers with supplied keyed padlock.*
- 1.3.2.5 *The Contractor shall provide all bedding including pillows.*
- 1.3.2.6 *The Contractor shall provide flooring, minimum height for the smaller housing tents and if the large dining and meeting tents are not over a concrete foundation then they also require flooring, minimum height.*
- 1.3.2.7 *The Contractor shall provide 6 additional 20 x 20 tents with 8 110V outlets, available to erect at each base camp site. The Contractor shall also be required to provide additional space for specialized functions. These tents shall be kept on standby until needed.*
- 1.3.2.8 *The Contractor shall provide one 60ft X 60ft medical tent provided with 40 110V outlets and 20 cots with additional bedding.*
- 1.3.2.9 *The Contractor shall provide appropriate lighting and controls in all tent facilities.*
- 1.3.2.10 *The Contractor shall provide 50 extra folding tables and 100 extra chairs kept in reserve.*
- 1.3.3 Laundry
 - 1.3.3.1 *The Contractor shall provide and maintain laundry services for approximately 11,500 employees, with a 24-hour turn-around, five pounds per day, per person.*
- 1.3.4 Wash Stations
 - 1.3.4.1 *The Contractor shall provide and maintain hand wash stations to accommodate approximately 11,500 employees. One four spigot hand wash station per forty persons, per camp site.*
- 1.3.5 Portable Toilets
 - 1.3.5.1 *The Contractor shall provide and maintain portable toilets to accommodate approximately 11,500 employees.*
 - 1.3.5.2 *The ratio of portable toilets shall be 1 toilet to 20 individuals.*
- 1.3.6 ***WI-FI Cell and Internet Capabilities (Portable Tower), per Base Camp Site***
 - 1.3.6.1 *The Contractor shall provide the entire base camp with WI-If Internet and cell phone capable.*
- 1.3.7. ***Minimum Portable Fifty Foot Antenna Telescopic Mast (For Communications), per Base Camp Site***
- 1.3.8. ***Separate Communication Tent at each Base Camp Location***

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REVISED 10/5/2011

- 1.3.8.1** *The Contractor shall provide the Communications tent with air conditioning.*
- 1.3.8.2** *The Communication Tent dominions must be: 20ft X 30ft with thirty, 110V electrical outlets.*
- 1.3.8.3** *The Contractor shall provide a public address system to cover the entire camp at each base camp site.*
- 1.3.9** *Each Base Camp requires a Recreation tent to accommodate up to 500 persons.*
 - 1.3.9.1** *The Contractor shall provide four large-screen televisions in the Recreational tent.*
 - 1.3.9.2** *The Contractor shall provide tables and chairs for up to 500 persons in the Recreational tent.*
 - 1.3.9.3** *The Contractor shall provide two ping-pong tables with paddles and balls in the Recreational tent.*
 - 1.3.9.4** *The Contractor shall provide twelve inter-net capable computers in the Recreational Tent.*
 - 1.3.9.5** *The Contractor shall provide drinks (coffee, water, soft drinks) and snacks available in the Recreational tent as needed.*
- 1.3.10** *Separate Command Tent at each Base Camp Location for camp management and operational support personnel.*
 - 1.3.10.1** *The Command Tent dominions must be: 20ft X 40ft with thirty, 110V electrical outlets.*
 - 1.3.11.1** *The Contractor shall provide air conditioning and four partitions in the Command Tent.*
- 1.3.11** *The Contractor shall provide four, 4-wheeler vehicles (350cc or bigger) and two all-terrain utility vehicles with an open trunk (Polaris Ranger, Kawasaki Mule, John Deer Gator).*

1.4 Base Camp Requirements

The Contractor shall provide the following requirements that may be needed in part or in full.

4.1 Operations

- 1.4.1.1** The base camp must be fully operational within 72 hours after the Contractor receives written notice from the City that the contract has been activated.

1.4.2 Electricity, Water and Sewage

- 1.4.2.1** The base camp must be self-sufficient with regards to supplying electricity, water and sewage services.

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- 1.4.2.2** *The Contractor shall provide two 110V outlets per bunk for the housing units, twenty, 110V outlets for the meeting tents, per tent. The Contractor must provide each base camp site with a 220V outlet for the communcations/command van and six 110V, one 220V and one 440V outlet for the perimeter vehicle maintenance area.*
- 1.4.3** **Hygiene**
- 1.4.3.1** *The base camp must maintain a sanitary and healthy environment in accordance with City of Houston Health & Human Services Department guidelines and regulations.*
- 1.4.3.2** *The Contractor shall provide two towels per day, one toiletry kit per person per day and disposable towels are not acceptable.*
- 1.4.3.3** *The Contractor shall provide shower trailers with one shower per ten person population of the base camp site.*
- 1.4.3.3** *The Contractor shall provide for one sink per ten person population per base camp site.*
- 1.4.4** *The Contractor shall provide one 9,000 Gallon Diesel Fuel Tank and one 168,500 Gallon Unleaded Fuel Tank, per Base Camp Site*
- 1.4.4.1** *The Contractor shall provide unleaded and diesel fuel for a two week period, per base camp site.*
- 1.4.4.2** *All remainder fuel shall be credited back to the Contractor.*
- 1.4.4.3** *The Contractor shall provide ten gallons of diesel and ten gallons of unleaded fuel for resale per day, per base camp site.*
- 1.4.5** **Vehicle Maintenance Tent (Garage) per Base Camp Site**
- 1.4.5.1** *The Contractor shall provide one 440V, one 220V and ten 110V electrical outlets.*
- 1.4.5.1** *The Contractor shall provide a 40ft X 60ft tent with flooring capable of withstanding the weight of vehicles on a portable hydraulic lift.*
- 1.4.5.2** *The Contractor shall provide a portable hydraulic automobile lift capable of withstanding the weight of a full size police cruiser.*
- 1.4.5.3** *The Contractor shall provide two heavy-duty, six ton, portable automotive floor jacks.*
- 1.4.5.4** *The Contractor shall provide two shop fans.*
- 1.4.5.5** *The Contractor shall provide one 90psi-90cfm air compressor complete with a 100ft hose.*
- 1.4.6** **Temporary Fencing**
- 1.4.6.1** *The Contractor shall provide a six foot minimum height temporary fence topped with barbed wire or razor wire.*

**Letter of Clarification No.4
Invitation to Bid No. S50- L24034, Pre-Positioned Contract for Base Camp Services
for Post Disaster for the City of Houston**

REVISED 10/5/2011

1.4.7 Gate Security and Base Camp Lighting

1.4.7.1 The Contractor must provide a minimum of two access gates for the smaller base camp sites and a minimum of four access gates for the larger base camp sites.

1.4.7.2 The Contractor shall provide one light tower per 125 person population base camp site.

2.0 ESTIMATED QUANTITIES NOT GUARANTEED:

The estimated quantities specified herein are not a guarantee of actual quantities, as the City does not guarantee any particular quantity of services provided during the term of this contract. The quantities may vary depending upon the actual needs of the user department. The quantities specified herein are good faith estimates of usage during the term of this contract. Therefore, the City shall not be liable for any contractual agreements/obligations the Contractor enters into based on the City purchasing/requiring all the quantities specified herein.

3.0 ADDITIONS & DELETIONS:

The City, by written notice from the City Purchasing Agent to the Contractor, at any time during the term of this contract, may add or delete like or similar equipment, supplies, locations and/or services to the list of equipment, supplies, locations, and/or services to be provided. Any such written notice shall take effect on the date stated in the notice from the City. Similar equipment, supplies, services, or locations added to the contract shall be in accordance with the contract specification/scope of services, and the charges or rates for items added shall be the same as specified in the fee schedule. In the event that the additional equipment, supplies, locations and/or services are not identical to the item(s) already under contract, the charges therefor will then be the Contractor's normal and customary charges or rates for the equipment, supplies, locations and/or services classified in the Contract Fees and Costs schedule.

4.0 INTERLOCAL AGREEMENTS:

Under the same terms and conditions hereunder, the Contract may be expanded to other government entities through inter-local agreements between the City of Houston and the respective government entity that encompass all or part of the products/services provided under this contract. Separate contracts will be drawn to reflect the needs of each participating entity.

5.0 WARRANTY OF SERVICES:

5.1 *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.

5.2 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 a one-year period from the date of acceptance by the City. 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.