



CITY OF HOUSTON

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January 21, 2011

Subject: Letter of Clarification No. 7 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 Extend the Bid Opening, revise the Scope Work/Specifications, Electronic Bid Form and to provide responses to questions posed by prospective bidders:**

1.) **NOTICE TO BIDDER:**

The bid opening date has changed from 10:30 A.M. January 26, 2012 to 10:30 A.M., February 9, 2012.

- 2.) *Section B, Scope of Work/Specifications has been revised: Remove pages 5, 6, 7, 8, 9, 10, 11 & 12 of 42 and replace with the attached pages 5, 6, 7, 8, 9, 10, 11 & 12 of 42 marked, "Revised 1/19/2012".*
- 3.) The Electronic Bid Form has been revised; Group Nos. 1 & 2 have been revised and Group No. 3 has been added in all five years. (See the revised electronic bid form for specifics.)
- 3.) The following questions and City of Houston responses are hereby incorporated and made a part of the Invitation to Bid:

Question No. 1 Reference SOW 1.3.2.8 – Medical tent requires 20 cots with additional bedding. Please provide the required quantities for additional medical bedding, medical laundry (if applicable), and medical waste (if applicable)?

Answer: The City requires two sets of bedding for per cot to be laundered, medical waste not applicable.

Question No. 2 Vector control is required, however for contractors to provide vector control on a fixed price the City will need to specify the services to be included and the frequency of treatment. Examples are mosquito control, animal capture & removal, traps for rodents, snakes, etc. In order to prepare a fixed price we request more details?

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Answer: The Contractor shall provide vector control for rodents, snakes and other pests as needed. The Harris County Public Health and Environmental Services will provide mosquito control.

Question No. 3 During the site visit, it was mentioned at the Police Training Facility that the existing maintenance building contains two vehicle lifts and a compressor. Will these be available at the time of an event? If so, will this count as the two required lifts and compressor for this camp? Can the Maintenance Building be used in lieu of a maintenance tent?

Answer: If operational, yes.

Question No. 4 Reference SOW 1.3.6, Wi-Fi Cell and Internet Capabilities. In this SOW is the City intending that the Contractor provide specific provider service such as AT&T, Verizon, Sprint, etc.? We note that each provider controls their service and towers.

Answer: Yes, the Contractor shall be required to provide and manage these required communication services.

Question No. 5 Reference the badges and wrist bands for site access by contractors. Who will control this, the Contractor itself or the City?

Answer: The Contractor shall be required to provide wrist bands and the City of Houston (HPD) will provide access control.

Question No. 6 The contract calls for maintaining 68 degrees in tents. Please provide the outdoor temperature that for the purposes of providing a fixed price can be used as the basis of performing heating and cooling calculations and equipment sizing?

Answer: It's impossible to account for every variable regarding external temperatures, and other variables including humidity and wind speed, we request only an estimate for maintaining the temperature between 68-75 degrees F.

Question No. 7 Will the City provide a set of blue prints and definitive dimensional drawings for each site showing building locations and dimensions, utility locations (surface and below ground), fence lines and any restrictions that may limit accessibility? We note that on the site visit the HPD Academy facility manager indicated such drawings can be made available.

Answer: The City will provide scale drawings of property locations. Blue prints are not available.

Question No. 8 Will the City designate what specific fixed facilities can be used at each site? If so, please provide the dimensions of available space, whether the facilities are currently air conditioned, and whether they are already serviced by auxiliary power?

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Answer: No.

Question No. 9 Can the available office space at both facilities be used to support the camps and if so, will the City please designate which spaces? Can these designated spaces reduce the requirements for tents?

Answer: No.

Question No. 10 What training devices/mock-ups at the fire academy can be moved? Who will be responsible to move them? When can they be moved in relation to emergency planning?

Answer: There are a few cars and intermodal containers that may be moved with some notice and the Contractor shall be responsible for the movement of this equipment.

Question No. 11 At the Police Academy we were told we could utilize the exterior driving training track area as needed. Please confirm that the traffic lights in that area can and will be removed as needed on a temporary basis?

Answer: Yes.

Question No. 12 During the erection of tents, stakes need to be driven into the ground for anchoring. We were told we could penetrate the concrete/asphalt surface for anchoring purposes so long as any damages are repaired upon completion and teardown of the camp site. Please confirm that this is true at all sites?

Answer: Yes.

Question No. 13 Reference the City's requirement to issue a personal hygiene kit to each person daily. As written, this SOW element would create a situation in which during a two week period everyone will have 14 tooth brushes, 14 razors, 14 bars of soap, and 14 tubes of tooth paste. For the purposes of allowing contractors to provide a fixed price that is also efficient and affordable, we recommend this be changed to issue one kit weekly or every two weeks.

Answer: One kit per person per week would be sufficient.

Question No. 14 We recommend the following for food service operations: hot breakfast per the schedule, grill line for lunch per the schedule, hot dinner per the schedule, and a grill line for the midnight meal (serving times to correspond with the lunch serving times). Is this approach acceptable?

Answer: Yes.

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Question No. 15 For the purposes of enabling contractors to provide a fixed price based on a common set of assumptions please specify the number of meals to be served for breakfast, lunch, dinner, and midnight?

Answer: Please provide cost for 500, 1000, 1500 individuals per site as per the electronic bid form.

Question No. 16 For the purposes of enabling contractors to provide a fixed price based on a common set of assumptions please specify the number of box lunches that are required for issue at breakfast and dinner?

Answer: Please provide cost for 500, 1000 and 1500 individuals per camp site as per the electronic bid form. Each individual, per base camp location shall require one box lunch per day. The Public Works and Engineering Department (PW&E) will require an additional 1,200 meals in containers. The PW&E Department will require 2 meals per day per person for those on partial shift and 3 meals per day per person including snacks for those working around the clock to include beverages. (PW&E will supply water)

Question No. 17 As SOW 1.3.1.6 is written, the contractor will issue 10 pounds of ice to each person per day. Are contractors to price the actual issue of a ten pound bag of ice at one time or is this just the estimation of the amount of ice each person will consume over the course of each day to include in the dining facility and recreational tent? Please clarify this so that contractors understand this assumption in the preparation of a fixed price?

Answer: Provide ice making machines that can produce 10-lbs. of ice per person, per day at camp site locations. The Contractor shall be required to provide ice machines for base camp operations, dining facilities and recreational facilities.

Question No. 18 It is our understanding from comments during the site visit of the Police Academy that the gym area will be used to house police department families affected by the disaster and will not be available for use. Please confirm this is true?

Answer: The Police Department gymnasium will not be available.

Question No. 19 We note the City's requirement to lodge personnel in tents that only accommodate 8-10 persons per tent. In an emergency situation this may not be practical due to actual tent and tent size availability. May larger tents be used as long as they can be portioned off to accommodate 8-10 persons per cubicle?

Answer: No.

Question No. 20 The City's requirement is for Laundry services to be off-site with a 24 hour turn around. If this is not feasible, will the City consider an onsite laundry

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service that will do the laundry on site and turn it around in 24 hours, or on-site laundry facilities that are self-service?

Answer: The City requires an onsite laundry service that will do the laundry on site and turn it around in 24 hours.

Question No. 21 The City's requirement is five pounds of laundry per day per person. Does this include sheets, pillow case and towels?

Answer: Five pounds is just an estimate, bedding shall be required to be laundered as well.

Question No. 22 Regarding laundry service, does the City expect a service where a City employee turns in a meshed laundry bag of clothes that is laundered completely in the bag (washed & dried) therefore no pressing, folding, etc. Or is the City expecting full laundry services such as pressing, folding, etc?

Answer: Laundry service shall include folding.

Question No. 23 The City requests one hand wash station per 40 people. The City also confirmed that a four spigot hand wash station is considered four stations. Please reconfirm that the requirement is one spigot per 40 persons?

Answer: Yes.

Question No. 24 During the site visit at the Fire Academy it was mentioned that there may be additional parking available down Braniff Road to the northeast. Please confirm that this will be available. Additionally, if it is available, will it need to be secured with fencing?

Answer: Yes, If the property is used temporary fencing is required.

Question No. 25 Are other auxiliary privately owned vehicles (POV) parking sites being considered? If so, where? Can the City provide the dimensions and surface conditions of these areas? How much space does the City require per vehicle? Are POV areas to be fenced and lighted?

Answer: Unknown at this time.

Question No. 26 The City indicated that the requirement is for two towels per person per day. For the purposes of enabling contractors to provide a fixed price using a common set of assumptions, please clarify which of these potential assumptions should be used: a) the two towels issued will be used every day, with one in the wash and one being used, which equals 23,000 towels; or b) four towels issued to each person, two in the laundry and two being used which equals 46,000 towels; or c) other assumption (if so please specify).

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Answer: The City shall require two towels issued, with one in the wash and one being used, which equals 23,000 towels.

Question No. 27 The City stated the Office of Emergency Management (OEM) and the Health and Human Services Department will determine the guidelines that will apply to the base camps. We will need a copy of these guidelines so that we may include them in our Request for Proposal (RFP) that we issue to our vendors.

Answer: Unknown at this time.

Question No. 28 Please confirm that any resulting contract issued for the camp sites will be governed by the Department of Labor Service Contract Act (SCA). If this is true, we will need a copy of the prevailing wage determination that will be in effect. We will also need this prior to our issuance of RFPs to the vendors so that the vendors will be able to submit a valid proposal using the applicable prevailing minimum wage rates.

Answer: The City is issuing a service contract which does not require a prevailing wage decision. If the federal government (SCA) intervenes during the disaster period they will determine if a prevailing wage decision is necessary.

Question No. 29 Reference SOW 1.4.4.3 which states that the contractor shall provide ten gallons of diesel and ten gallons of unleaded fuel for resale per day per base camp. Please confirm that this is this correct. What is this fuel used for? What type of containers does the City require?

Answer: See the attached revised page 12 of 42 marked, REVISED 1/19/2012.

Question No. 30 The City's requirement is for one 168,500 unleaded fuel tank at each camp site. After research and conversations with different vendors, this requirement is not practical in size and would be cost prohibitive and time consuming. Will the City consider a proposal to furnish as many as needed 10,000-20,000 gallon tanks or 10,000 gallon tanker trucks and fill them as necessary to maintain the fuel consumption demand? A 9,000 gallon storage tanker truck is a practical approach for diesel fuel as well. Please confirm that these tanks or tanker trucks will need metered pumping capabilities. If the contractor must provide fuel for the City vehicles, please provide the expected daily fuel consumption rates to serve as a basis for contractor pricing.

Answer: See the attached revised page 12 of 42.

Question No. 31 Can the City provide the respective sizes and site conditions of any or all of the other proposed sites the City mentioned during the second pre-proposal conference?

Answer: Not at this time.

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Question No. 32 On the previous question set, please check the answer provided to Questions 10, 13 and 14 which referred back to the answer to Question 7. This answer does not apply, however, the answer to Question 21 does. Was this a typo and the City's intent was to refer to the answer to question No.21? If not, please clarify.

Answer: Refer to previous Question Nos. 15 & 16.

Question No. 33 For pricing purposes, please confirm that the assumption will be for 12 snacks per person per day.

Answer: Three snacks per person per day.

Question No. 34 Reference SOW 1.3.2.4. Please clarify whether the requirement is one (1) wardrobe locker per person, or if more than one person shares a locker.

Answer: One warddrobe locker per person.

Question No. 35 We believe the decisions on permits should be made well in advance of the camp manager arriving on site. Considering that this contract will be tasked under emergency conditions how early in the planning process can these permit decisions be made?

Answer: Unknown.

Question No. 36 Will the City provide a ratio on a per square foot or per acre basis for light towers?

Answer: Differ to OSHA requirements.

Question No. 37 Reference the answer to Question 68 which states the City will require temporary facilities other than housing. For the purpose of providing bidders a common set of assumptions, will the City provide more detail on the number and sizes of temporary facilities upon which a firm fixed price bid can be prepared?

Answer: Refer to the SOW, 1.3.8, 1.3.9, 1.3.10, medical, communication, recreational, command and vehicle maintenance tent facilities. Additionally, the City stated the requirement of six additional tent facilities available to erect if necessary.

Question No. 38 Reference the "yes" answer to Question 74. Two (2) questions were asked in question No.74. Please clarify whether the answer to both is "yes."

Answer: Correct, the City requires both state identification and vendor ID badges.

Question No. 39 Reference SOW 1.1.3.2 which states a requirement for at least three dining facilities and the answer to Question 20 which states that the

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contractor will provide the dining facilities needed to feed the camp population. Are three (3) dining facilities mandatory?

Answer: One dining facility per camp site is required per 500 people feeding.

Question No. 40 Is there any requirement for guard houses or canopies at each site's access points?

Answer: Canopies are required.

Question No. 41 Does the City require television connectivity (cable/Direct TV/etc.) for all large screen TVs or only DVD capable screens?

Answer: The City shall require all televisions to provide complete connectivity and be DVD capable per camp site.

Question No. 42 Per the SOW, a portable fifty foot antenna telescopic mast is required. Will the City provide more details such as to what will be mounted, the weight of accessories to be mounted, and how many attachment points are required, etc.?

Answer: The City requires the antenna telescopic mast to be 20 – 30 ft in height with three attachment points capable of supporting 20-lbs., supported by three 60 foot guy lines with ground stakes.

Question No. 43 Per the SOW, four partitions are required in the 20'x40' Command Tent. What dimensions are required for each partitioned area? How high are the partitions? What configuration is required?

Answer: The four partitioned area shall be 10ft X 10ft X 5ft height.

Question No. 44 Does the City require four 4-wheelers and two all-terrain vehicles per site?

Answer: Yes.

Question No. 45 Will the City consider taking ownership of any equipment or unused material that the contractor purchases for a contingency event?

Answer: The City of Houston will approve all forecasted purchases on any item that cannot be rented.

Question No. 46 The contractor will purchase food and will establish its food service staffing levels based on the number of expected patrons to which the City and contractor mutually agree. Please confirm that the City will pay for all meals based on the committed headcount whether or not they are actually served?

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Answer: Yes.

Note: No further questions will be accepted after the publication of this Letter of Clarification.

When issued, Letter(s) of Clarification shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. All revisions and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Purchasing Division and the applicable City Department(s). It is the responsibility of the bidder/respondent to ensure that it has obtained all such letter(s). By submitting a bid on this project, bidders/respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this solicitation and resulting bid.

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

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Attachments: Revised pages 5, 6, 7, 8, 9, 10, 11 & 12 of 42 marked, Revised 1/19/2012.

SECTION B
SCOPE OF WORK/SPECIFICATIONS

BASE CAMP SERVICES FOR POST DISASTER

1.0 **SCOPE OF SERVICES:**

REVISED 1/19/2012

- 1.1 The Contractor shall provide base camp services for up to **11,500** individuals (employees) during a post disaster period.

The City shall provide the following locations for base camp site facilities:

1.1.1 *The Houston Police Academy located at, 7000 Aldine Westfield, population estimated at two thousand persons, (hot bunk). The Houston Fire Academy located at, 8030 Braniff, estimated one thousand persons, (hot bunk).*

1.1.2 *Other potential locations are; 3828 Aberdeen Way, 2902 Berry Road, 8420 Schuller, 8422 Jenson Dr. 3000 Greens Road, within the City limits.*

- 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.

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

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

1.3.1.6 *The Contractor shall provide ice making machines that will provide 10-lb's. of ice per person, per camp site. The Contractor shall be required to provide ice machines for base camp operations, dining facilities and recreational facilities.*

1.3.1.7 *The Contractor shall provide vector control for rodents and snakes and other pests as needed. The Harris County Public Health and Environmental Services will provide mosquito control.*

1.3.2 **Meals**

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BREAKFAST:

Eggs

Bacon, Sausage or Ham

Grits and Home Fries or Hash Browns or Obrien Potatoes

Pancakes or French Toast or Waffles w/syrup

Variety of Cereals

Oatmeal

Variety of Breakfast Breads

Variety of Juices

Coffee, Tea, Carbonated Soft Drinks, Milk and Water

Variety of Fruits

Cookies

Plus all necessary condiments

*Box lunches available for pick-up **

LUNCH:

Hamburgers & Hot Dogs, w/trimmings

French Fries or Tater Tots

Grilled Chicken Sandwich

Fried Chicken Tenders

Variety of Delicatessen Type Cold Cut Sandwiches, w/trimmings

Grilled Cheese Sandwiches

Variety of Breads

Variety of Soups

Variety of Salads w/dressings

Variety of Fruits

Variety of Chips

Variety of Cheeses

Cookies

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Coffee, Tea, Carbonated Soft Drinks, Milk and Water

Juices

Plus all necessary condiments

DINNER:

Two or more of the following hot meals; Meat Loaf, Roast Chicken Quarters, Salisbury Steak, Fish, Roast Beef, Pasta & Meat Balls and/or Sausage, Chicken Parmesan, Ham Steak, Pork Chops, Liver & Onions, Barbeque, and Cabbage Rolls.

One or more of the following; Mashed Potatoes, Roasted Potatoes, Baked Potatoes or Boiled Red Potatoes, Sweet Potatoes or Rice.

Variety of Vegetables

Variety of Soups

Gravy (when needed)

Variety of Salads w/dressings

Variety of Fruits

Variety of Breads

Variety of Chips

Cookies

Gelatin

Coffee, Tea, Carbonated Soft Drinks, Milk and Water

Juices

Plus all necessary condiments

*Box Lunches available for pick-up **

MIDNIGHT SNACKS:

Hamburgers & Hot Dogs w/trimmings

French Fries or Tater Tots

Grilled Chicken Sandwich

Fried Chicken Tenders

Variety of Delicatessen Type Cold Cut Sandwiches, w/trimmings

Grilled Cheese Sandwiches

REVISED 1/19/2012

Variety of Breads

Variety of Soups

Variety of Salads w/dressings

Variety of Fruits

Variety of Chips

Variety of Cheeses

Cookies

Coffee, Tea, Carbonated Soft Drinks, Milk and Water

Juices

Plus all necessary condiments

1.3.3 Boxed Meals

1.3.3.1 *Boxed meals shall include, but is not limited to, two delicatessen type cold-cut sandwiches, drink, chips, fruit, cookie, and utensil packet, plus all necessary condiments. Each individual, per base camp location shall require one box lunch per day.*

1.3.3.2 *The Public and Engineering Department (PW&E) will handle its own meals and beverages the first seventy two hours of the disaster period with internal resources.*

- *Following the first seventy-two hours, shall require 1,200 boxed meals in containers.*
- *Number of meals per person for partial shifts: 2 meals per day*
- *Number of meals per person for around the clock: 3 meals per day per person including snacks*
- *To include beverages (PW&E will provide water for their own staff)*

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

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

1.3.2 Housing

1.3.2.1 *The Contractor shall provide and maintain temporary housing facilities to house up to 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.*

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Base camp locations shall maintain a 68 degree ambient temperature.

- 1.3.2.3** *The Contractor shall provide individual tent accommodations for eight to ten persons.*
- 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 tent for minor medical issues for base camp personnel with 40 110V outlets and 20 cots with additional bedding. The City requires two sets of bedding for per cot to be laundered, medical waste not applicable.*
- 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 and kept in reserve per camp site. (Size to be determined by the Contractor)*
- 1.3.3** **Separate Communication Tent at each Base Camp Location**
 - 1.3.3.1** *The Contractor shall provide the Communications tent with air conditioning.*
 - 1.3.3.2** *The Communication Tent dimensions must be: 20ft X 30ft with thirty, 110V electrical outlets.*
 - 1.3.3.3** *The Contractor shall provide a public address system to cover the entire camp at each base camp site.*
- 1.3.4** **Each Base Camp requires a Recreation tent to accommodate up to 500 persons.**
 - 1.3.4.1** *The Contractor shall provide four 52" large-screen televisions in the Recreational tent.*
 - 1.3.4.2** *The Contractor shall provide tables and chairs for up to 500 persons in the Recreational tent.*
 - 1.3.4.3** *The Contractor shall provide two ping-pong tables with paddles and balls in the Recreational tent.*

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- 1.3.4.4 *The Contractor shall provide twelve internet capable computers in the Recreational Tent.*
- 1.3.4.5 *The Contractor shall provide drinks (coffee, water, soft drinks) and snacks available in the Recreational tent as needed.*
- 1.3.5 **Separate Command Tent at each Base Camp Location for camp management and operational support personnel.**
 - 1.3.5.1 *The Command Tent dimensions must be: 20ft X 40ft with thirty, 110V electrical outlets.*
 - 1.3.5.2 *The Contractor shall provide air conditioning and four partitions in the Command Tent.*
- 1.3.6 **Vehicle Maintenance Tent (Garage) per Base Camp Site.**
 - 1.3.6.1 *The Contractor shall provide one 440V, one 220V and ten 110V electrical outlets.*
 - 1.3.6.2 *The Contractor shall provide a 40ft X 60ft tent with flooring capable of withstanding the weight of vehicles on a portable hydraulic lift.*
 - 1.3.6.3 *The Contractor shall provide a portable hydraulic automobile lift capable of withstanding the weight of a full size police cruiser.*
 - 1.3.6.4 *The Contractor shall provide two heavy-duty, six ton, portable automotive floor jacks.*
 - 1.3.6.5 *The Contractor shall provide two shop fans.*
 - 1.3.6.6 *The Contractor shall provide one 90psi-90cfm air compressor complete with a 100ft hose.*

(The chart below provides the required tents per base camp site location)

	Tent Size	Flooring (Y/N & Type)	Doors (No. & Type)	HVAC or Fans	Tables (No.)	Chairs (No.)	Cots (No.)	Trash Cans (No.)	Electrical Outlets (No. by size)
		Raised	1 door per side	HVAC	30	150	1 per 2 persons	1 per 40 persons	20 @ 110V, 4 @ 220v
COMMAND	20 x 40	Y/wood	Yes	Yes	10	40	No	1	30/110V
COMMUNICATION	20 X 30	Y/wood	Yes	Yes	8	12	No	1	30/110V
DINING	TBD by Contractor	Y/wood	2 per side	Yes	TBD by Contractor	TBD by Contractor	No	TBD by Contractor	TBD by Contractor
MAINTENANCE	40 x 60	Heavy Duty	2 per side	Fans	4	8	No	1	10/110V 1/220V 1/440V
MEDICAL	60 x 60	Y/wood	Y	Yes	4	8	20	1	40/110V
MEETING / RECREATION	TBD by Contractor	Y/wood	2 per side	Yes	TBD by Contractor	TBD by Contractor	No	TBD by Contractor	Minimum 100/110V TBD by Contractor
SLEEP	TBD by contractor	Y/wood	Yes	Yes	No	1 per cot	10	1 per 40 cots	2/110V Per cot
STAND BY	20 x 20	Y/wood	Yes	Fans	N/A	N/A	N/A	N/A	8/110V Per tent

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Note: If an asphalt or concrete foundation is not available, raised wooden flooring shall be required.

1.3.7 Laundry

1.3.7.1 The Contractor shall provide and maintain laundry services for up to 11,500 employees, with a 24-hour turn-around, five pounds per day, per person. The City requires an onsite laundry service that will do the laundry on site and turn it around in 24 hours. Also, bedding shall be required to be laundered as well.

1.3.8 Wash Stations

1.3.8.1 The Contractor shall provide and maintain hand wash stations to accommodate up to 11,500 employees. One four-spigot hand wash station per forty persons is required per camp site.

1.3.9 Portable Toilets

1.3.9.1 The Contractor shall provide and maintain portable toilets to accommodate approximately **11,500** employees.

1.3.9.2 The ratio of portable toilets shall be 1 toilet to 20 individuals.

1.3.10 WI-Fi Cell and Internet Capabilities (Portable Tower), per Base Camp Site

1.3.10.1 The Contractor shall provide the entire base camp with WI-Fi Internet and cell phone capable.

1.3.11. Communications

1.3.11.1 Minimum Portable Fifty Foot Antenna Telescopic Mast (For Communications), per Base Camp Site. The City requires the antenna telescopic mast to be 20 – 30 ft in height with three attachment points capable of supporting 20-lbs. supported by three 60ft guy lines with ground stakes.

1.4 **Base Camp Provision Requirements**

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

1.4.1 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.

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.

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The Contractor must provide each base camp site with a 220V outlet for the communications/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 Automotive Fuel

1.4.4.1 ***The Contractor shall provide fuel tanker trucks to transport in fuel for all City owned vehicles from the City's existing contract provider as necessary for all base camp sites.***

1.4.4.2 ***The Contractor shall provide ten gallons of diesel and ten gallons of unleaded fuel for resale per day, per base camp site. This fuel is for resale and must be stored in a fuel tanker truck with a metered system.***

1.4.5 Vehicles

1.4.5.1 ***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) per camp site.***

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, around the camp as determined by the City.***

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 per industry standard.***

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 City. 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

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