



# CITY OF HOUSTON

Administration and Regulatory Affairs Department  
Strategic Purchasing Division

**Annise D. Parker**  
Mayor

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

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

December 20, 2012

**SUBJECT:** Letter of Clarification No. 2: Lighting Maintenance Services for the Houston Airport System

**REFERENCE:** Bid Solicitation No. S30-L24434

**TO:** All Prospective Respondents:

This Letter of Clarification is issued for the following reasons:

- 1. Delete pages 1-60 and replace with attached pages 1-61 marked Revised December 20, 2012.**
- 2. The following questions and City of Houston responses are hereby incorporated and made a part of the Invitation to Bid:**

- Question: What is the prevailing wage rate for this project?

Answer: This project does not have a prevailing wage rate. It is expected that any licensed electrician performing labor on this project will be paid accordingly per industry standards.

- Question: Sections 2.1.2 and 3.5 – Specify how contractor will be compensated for “Master Electrician” services of general supervision and of work oversight and performance by all classes of electrical licenses and bearing responsibility for the work compliance with applicable codes under the Texas Occupational Code, Chapter 1305.

Answer: If the Contractor feels that he should be compensated for a full time Master Electrician on staff, it is the contractor’s responsibility to compute that cost in his price.

- Question: Section 3.1 – Indicates contractor is responsible for picking up materials, however Section 3.2 states materials will be delivered to contractor by HAS, please clarify.

Answer: See paragraph for Section 3.1, marked revised December 20, 2012.

- Question: Section 3.3 – Indicates that equipment cost and overhead are inclusive in the labor rates. The examples given in this paragraph are examples of rental equipment rather than owned equipment in the case of Sinewave Electric. Therefore, the City should include in this bid invitation a stipend or reimbursement amount to the contractor, or an estimation of days based from historical data where and when such equipment will be needed. Also, Section 7.2.8 refers to “Other Work/Services” where it states “shall be the contractor’s actual cost plus mark-up”.

*Partnering to better serve Houston*

**LETTER OF CLARIFICATION 2  
LIGHTING MAINTENANCE SERVICES  
SOLICITATION NO. S30-I24434**

Answer: The equipment is part of Basic Services and Contractor is required to provide this equipment at no additional cost to HAS. The equipment can be Contractor-owned, leased or rental and must be available to meet the performance standard as stated in Section 5.0. The current contractor stages all lift equipment on site including the 80' lift truck.

5. Question: Section 3.3 – Erection of “scaffolding” under some circumstances this would be done by the subcontractor. Again, the City should include in this bid invitation a stipend or reimbursement amount to the contractor, or an estimation of days based from historical data where and when such equipment will be needed.

Answer: See corrected paragraph for Section 3.3, marked revised December 20, 2012.

6. Question: Sections 3.0 and 3.6 does this also include energy management and lighting systems controllers, power supplies, and other components?

Answer: See Sections 3.5 and 3.6 for Specific Tasks and PM's for the lighting systems.

7. Section 3.11 – Disposal of Used Parts

- a. Question: Will HAS provide a waste container?

Answer: No

- b. Question: Will HAS provide for the removal of such waste materials?

Answer: No

- c. Question: There is no line item on the bid form which provides for the containment and removal of such materials.

Answer: This is included under Basic Services.

- d. Question: Will HAS provide contractor with a list of all such hazardous materials involved in the scope of the bid invitation?

Answer: All lighting parts used within HAS are commonly used parts throughout the industry and are not exclusive only to HAS.

- e. Question: If HAS will not provide for containment and removal of such waste materials, please specify, as to how contractor will be compensated to ensure that such hazardous materials are properly disposed of.

Answer: Incorporate the cost for collection and disposal of waste materials as part of Basic Services and must comply with current federal, state, and local laws and regulations for disposal of hazardous materials.

8. Question: Section 4.3.2 – Specify how contractor will be compensated for subcontractor services. Also, Section 7.2.8 Other Work/Services “shall be the contractor’s actual cost plus mark-up”

*Partnering to better serve Houston*

**LETTER OF CLARIFICATION 2  
LIGHTING MAINTENANCE SERVICES  
SOLICITATION NO. S30-I24434**

Answer: Subcontractor services if used as part of Basic Services will not be additionally compensated. If additional work is requested by Other Work Services then it will be compensated by the OSR rates specified in the fee schedule.

9. Question: Section 8.8.1 – What is the cost to the contractor for parking its vehicles in “designated Areas”?

Answer: There is no cost for parking clearly identified/decided vehicles in designated parking areas.

10. Question: Section 8.8.1 – What is current rate for parking in the “terminal area”?

Answer: Refer to HAS website [www.fly2houston.com](http://www.fly2houston.com) for parking rates.

11. Question: Exhibit H, Fees & Costs – What fees and cost is this Exhibit referring to, and what are they associated with?

Answer: This page was intentionally left blank and will be completed by the City of Houston Strategic Procurement Division after bidder submits their bid.

12. Question: In regards to the M/WBE how do we meet the 11% obligations when we do not supply materials?

Answer: Some of the labor installations could be subcontracted out to an M/WBE vendor. Also, supplies that a prime may have to eventually buy could be purchased from one of the M/WBE certified electrical supply houses. Suggest that the prime check the certified directory on the City of Houston’s website at [www.houstontx.gov](http://www.houstontx.gov).

13. Question: Section 3.3 – the highest lift required is 50’. Will any work at a higher level be covered under an OSR?

Answer: See corrected paragraph Section 3.3, marked revised December 20, 2012.

14. Question: Section 3.7.1.2 – If this occurs during non-working hours. Does the time frame fall back to Section 4.3.4.1?

Answer: Yes

15. Question: Section 3.9.2 – At what point after being notified by HAS that they cannot provide the materials will the service credits begin?

Answer: If HAS is unable to secure materials, the contractor is notified. HAS will request Contractor to obtain materials through the OSR process. The completion date as specified in the OSR will determine if service credits may be assessed.

16. Question: Section 4.3.3.1 – The City is requiring a nine (9) hour day. Will the extra hour be paid at time-and-half?

Answer: See corrected paragraph Sections 4.3.3.1 and 8.3.2.2., dated revised December 20, 2012.

*Partnering to better serve Houston*

**LETTER OF CLARIFICATION 2  
LIGHTING MAINTENANCE SERVICES  
SOLICITATION NO. S30-I24434**

17. Question: Due to limited access of high ceiling work by TSA structures, will there be extended time to complete work requiring scaffolding work? Not all areas are accessible by lifts.

Answer: This will be addressed on a case by case basis.

18. Question: Areas of coverage need to be clarified. What part of terminals – interior and exterior will be covered?

Answer: See Exhibit "BB".

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

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



Richard Morris  
Senior Procurement Specialist  
Strategic Purchasing Division  
832-393-8736

Attachment: Pages 1-61, terms and conditions revised December 20, 2012.

**END OF LETTER OF CLARIFICATION 2**

*Partnering to better serve Houston*