



# CITY OF HOUSTON

Annise D. Parker

Mayor

P.O. Box 1562  
Houston, Texas 77251-1562

Telephone - Dial 311  
[www.houstontx.gov](http://www.houstontx.gov)  
<http://purchasing.houstontx.gov>

October 14, 2013

**SUBJECT:** Letter of Clarification No. 2  
Preventive and On-Call Maintenance Services for Alfa Laval Decanter Centrifuges

**REFERENCE:** Best Value Bid No. S17-L24649

**TO:** All Prospective Respondents

This Letter of Clarification is issued for the following reason:

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

The Electronic Bid Form has been revised, therefore, any previously submitted bids will have to be revised and re-submitted.

• **The attached questions and City of Houston responses are hereby incorporated and made a part of the Best Value Bid:**

1. What is the model of the Alfa Laval Decanter Centrifuges and when were they manufactured? Can you please provide samples of the preventive maintenance work orders for servicing the Centrifuges and an xl spreadsheet that list the actual dates the task were completed.

**Answer:** The Alfa Laval Decanter Centrifuges at EWPP are ALDEC G2-120 and were manufactured in 2007. Please reference the attached samples of the preventive maintenance work orders for servicing the Centrifuges and an excel spreadsheet that list the actual dates the task were completed.

2. I understand the process has been changed as it pertains to clearance into the COH plants. In the past, my contact would inform guard office of my arrival. What do I need to do to gain access when meeting with the COH folks at the plants?

**Answer:** Please complete the attached Disclosure & Consent for Release of Information Form. Please email the completed form to [murdock.smith@houstontx.gov](mailto:murdock.smith@houstontx.gov)

3. Scope of Work, Section 2.3: Contractor shall have, at a minimum, one certified welder and one certified Level 1 Operator Certification. Is the City willing to accept a bid without the Level 1 Operator certification? Alfa Laval is an O.E.M. supplier and installer of equipment. Our Preventive Maintenance Agreements do not require us to operate the plan. We have the expertise to optimize the centrifuge and this does not require the license.

**Answer:** The City is willing to accept a bid without Level 1 Operator Certification; however, the bidder must provide information to confirm their expertise to optimize the centrifuges.

4. Scope of Work, Section 4.0: Contractor shall perform maintenance services that will keep the equipment in optimum operating condition and make repairs that will restore the equipment to working order, in accordance with the manufacturer's specifications. Scope of Work does not specify greasing. Who will be greasing the machine components, such as the conveyor? Manufacturer's Specification recommends greasing after CIP. Does the City CIP every week?

**LETTER OF CLARIFICATION  
PREVENTIVE AND ON-CALL MAINTENANCE SERVICES  
FOR ALFA LAVAL DECANTER CENTRIFUGES  
SOLICITATION NO. S17-L24649**

**Answer:** Greasing machine components shall be included in the quarterly visits. City personnel will be responsible for greasing machine components after CIP.

5. Where are the actual bid forms and exhibits located for download?

**Answer:** Please go to the following website and login as a supplier and view the Bid # L24649

[http://purchasing.houstontx.gov/Vendor\\_Logon.aspx](http://purchasing.houstontx.gov/Vendor_Logon.aspx)

**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 at 832-393-8725.**

*Murdock Smith III*

*MS*  
Murdock Smith III  
Senior Procurement Specialist

**END OF LETTER OF CLARIFICATION 2**