



CITY OF HOUSTON

Annise D. Parker

Mayor

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

Telephone – Dial 311
www.houstontx.gov
<http://purchasing.houstontx.gov>

November 6, 2013

SUBJECT: Letter of Clarification No. 1
Boat Maintenance and Repair Services for the Houston Police Department

REFERENCE: ITB No.: S33-L24767

TO: All Prospective Respondents

This Letter of Clarification is issued for the following reasons:

1. Replace page 7 of 36 in its entirety with the attached page, marked "Revised, Wednesday, November 6, 2013.
2. Advise all prospective vendors that the on-line bid tabulation document has been revised. If you have completed and submitted your electronic version of the bid tabulation, please retract and resubmit it using the revised version.

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, 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 respondent to ensure that it has obtained all such letter(s). By submitting a proposal on this project, respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into their proposals.

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

Sincerely,



Conley Jackson
Senior Procurement Specialist
Strategic Purchasing Division
832-393-8733

END OF LETTER OF CLARIFICATION 1

SECTION B
SCOPE OF WORK/SPECIFICATIONS

1.0 BACKGROUND:

This contract is for boat maintenance and repair services for the City of Houston Police Department (herein referred to as "HPD"). This contract is for the repairs and maintenance needed for the Marine Unit 33' Safe Boat. The Contractor awarded this contract shall have the experience and technical ability to provide all services described herein.

2.0 SCOPE OF SERVICES:

- 2.1 Contractor must be located within an 8 mile radius of the Ben Blackledge Boat Ramp, 100 Second Street, Kemah, TX. The route to the contractor's facility must be safe, open road travel for this 46' boat and trailer combination. All contractor facilities and roads leading to the facilities must be capable of handling the boat and trailer with total length of 46', height clearance of 13' and width clearance of 10'5".
- 2.2 Contractor shall furnish all labor, tools, parts (except for parts provided by HPD), facilities, and transportation necessary to provide boat repair services.
- 2.3 Contractor shall be a certified Mercury dealer with certified Mercury ~~provide trained certified Mercury~~ Verado qualified service personnel, who have technical experience in performing boat repair and maintenance services.
- 2.4 Contractor shall complete all boat repairs and maintenance work within 45 calendar days, excluding weekends and official City of Houston holidays, with the time starting once the boat is received.
- 2.5 Services described herein shall be provided to HPD on an as needed basis. HPD shall authorize services by issuing a Work Order or Letter of Authorization to the Contractor.
- 2.6 Vendor shall be required to provide professionally trained and certified technicians for on-site diagnostic services and minor repairs as needed.

3.0 SERVICES TO BE PERFORMED:

- 3.1 Conduct the 100 hour maintenance on all three motors as needed.
- 3.2 Perform the 300 hour maintenance which includes lower unit impellor replacement as needed.
- 3.3 Complete all warranty repairs and provide warranty replacement parts as needed.
- 3.4 Conduct all other maintenance and repairs on the boat as needed.

4.0 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 therefore will then be the Contractor's normal and customary charges or rates for the equipment, supplies, locations and/or services classified in the fee schedule.