



CITY OF HOUSTON
FINANCE DEPARTMENT
 Strategic Procurement Division

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Mayor

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March 29, 2023

Subject: Letter of Clarification No. 1
 Public Wi-Fi and Data Network Maintenance and Support Services

Reference: Invitation to Bid (ITB) No.: S19-L32555

To: All Prospective Bidders:

This Letter of Clarification is issued for the following reasons:

1) Bidder Questions

- To respond to questions posed by prospective bidders.

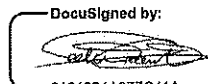
Question 1	In regard to supporting access point replacement, can the City provide how high up the highest access points are (20 Feet, 30 Feet, etc.)?
COH Response	Heights will vary from 10 to 40 feet, depending on the locations.
Question 2	How are the outdoor access points currently mounted; pole, ceiling, wall, etc.?
COH Response	Mounting options are on walls, poles and ceilings, depending on the location.
Question 3	Where can our company find the Exhibit E pricing sheet shown during the Microsoft Teams pre-bid meeting? We didn't see an attachment, or place to submit online at the supplier portal. Exhibit E in the sample agreement is blank.
COH Response	Since the solicitation is an ITB (Invitation to Bid), the Contractor is required to complete the online pricing form at the City's E-bid website. If the Contractor does not have a logon-id, the company needs to register for a log-on id at https://purchasing.houstontx.gov/Vendor_Logon.aspx. Exhibit E in the sample contract is where all the bid line items will be placed based on contractor's online bid.
Question 4	If a company is certified as a Hire Houston First organization and within 3% of the lowest bidder, will the HHF contractor be awarded the contract and is this an automatic award? Also, is there a breakout of the rated evaluation criteria?
COH Response	A Contractor that is certified with the City of Houston as a Hire Houston First Company may be awarded the contract if the Contractor is within 3% of the lowest bid. Since the solicitation is an ITB, the awardee who is a Hire Houston First company will be awarded contract if it is within 3% of the lowest bid and meeting all the specifications of the solicitation.

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 Bidder to ensure that they have obtained any such previous Letter(s) associated with this solicitation. By submitting a response to this solicitation, Bidders shall be deemed to have received all Letter(s) of Clarification and to have received all Letter(s) of Clarification and to have incorporated them into this Bid.

If you should have any questions, please contact Roy Korthals at (832) 393-8734 or via email at buyers roy.korthals@houstontx.gov.

Thank you,

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DocuSigned by:


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Jedediah Greenfield, Chief Procurement Officer
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