



CITY OF HOUSTON

Finance Department
Strategic Procurement Division

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Mayor

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November 22, 2022

Subject: Letter of Clarification No. 1
Laptops, Printers, Projectors, Screens and Accessories

Reference: Invitation to Bid (ITB) No.: S17-N32412

To All Prospective Bidders:

This Letter of Clarification is issued for the following reasons:

- To revise the above referenced solicitation as follows:
 1. Section C, Provision 14.1, is revised to replace 11% with 0%.
- To answer the following questions:

1. Question	Regarding 6.4.1, is there a minimum or maximum throw distance that needs to be achieved?
Response	The City is requesting a portable short throw projector.
2. Question	Regarding 6.4.1, Is there a manufacturer and/or model that the City has already found for this requirement?
Response	The manufacturer and/or model that the City has found for the projector requirement is the Epson - Pro EX9240 or a City approved equivalent.
3. Question	Regarding 6.4.2, Is there a manufacturer and/or model that the City has already found for this requirement?
Response	The manufacturer and/or model that the City has found for the projector screen requirement is the Epson - Duet 80" Portable Projector Screen or a City approved equivalent.
4. Question	Regarding 6.2.1, the dimensions are highly specific. Is there a manufacturer and/or model that the City has already found for this requirement?
Response	The City has not found a manufacturer and/or model for the laptop cases.
5. Question	Regarding 6.3.1, is the ability to print, scan, copy in color a desired capability?
Response	Black and white is the desired color for printing, scanning, and copying.
6. Question	Would a 13.3-inch screen or Intel i7 processor be accepted for bid?
Response	Yes, a 13.3-inch screen or Intel i7 processor is acceptable for this bid.
7. Question	Is the exact M/WBE goal for this solicitation 0% or 11%?
Response	The exact MWBE goal is 0%.

Council Members: Amy Peck Tarsha Jackson Abbie Kamin Carolyn Evans-Shabazz Dave Martin Tiffany D. Thomas Mary Nan Huffman
Karla Cisneros Robert Gallegos Edward Pollard Martha Castex-Tatum Mike Knox David W. Robinson Michael Kubosh Letitia Plummer
Sallie Alcorn

Controller: Chris Brown

8. Question	Do you have any specific brands in mind for laptops, printers, and laptop cases or can we suggest some brands that match your specification with a lower price?
Response	The Dell 7430, HP printers, Epson 4k or 1080 projectors, or City approved equivalents will be accepted.
9. Question	As a result of some technical difficulties, we will not be able to submit a sealed bid. Would you accept an email response?
Response	An email response will not be accepted.

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 Bid, Bidders shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this Bid.

If you should have any questions, please contact Murdock Smith III via email at murdock.smith@houstontx.gov

Thank you,



Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

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