



CITY OF HOUSTON

FINANCE DEPARTMENT
Strategic Procurement Division

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March 10, 2015

Subject: Letter of Clarification No. 1
Prescription Safety Glasses

Reference: Invitation to Bid (ITB) No.: S35-S25234

To All Prospective Bidders:

This Letter of Clarification is issued for the following reasons:

- To revise the above referenced solicitation as follows:
 1. **To extend the bid opening date from March 12, 2015 to March 26, 2015.**
 2. At the City's Electronic Website, Group III, Item Nos. 1 thru 7, Item Descriptions has **changed**. Item Nos. 3 thru 7 **delete** the word "glasses".
 3. At the City's Electronic Website, Group III, Item Nos. 8 and 9 has been **added**.
- To answer the following questions:
 1. Question: *"The bid asked for quotes on specific frames -OG210S for example. Are you specifically asking for a quote for these frames, or will frames with similar ANSI specifications suffice?"*

Answer: *"Similar ANSI specifications will be acceptable as long as it meet the City's needs."*
 2. Question: *"Do you have a specific annual budget for this contract?"*

Answer: *"Yes, \$50,000.00."*
 3. Question: *"What is your anticipated monthly or annual volume (how many frames or pairs of eye glasses per month or year)?"*

Answer: *"For budget purposes we anticipate approximately 600 employees to receive prescription safety glasses however that is just an estimate for Public Utilities Division in PWE and that number can vary each year."*

Council Members: Brenda Stardig Jerry Davis Ellen R. Cohen Dwight A. Boykins Dave Martin Richard Nguyen Oliver Pennington Edward Gonzalez
Robert Gallegos Mike Laster Larry V. Green Stephen C. Costello David W. Robinson Michael Kubosh C.O. "Brad" Bradford Jack Christie
Controller: Ronald C. Green

4. Question: *"For the references on page 13 of the bid packet it states that these need to be specific to prescription safety glasses. Do these need to be government customers or will commercial customers using these kinds of glasses be acceptable? Can I provide other references that are government accounts that do not use the prescription safety glasses but other safety items at this time?"*

Answer: *"Either is okay; long as references can be provided of similar estimated volume."*

5. Question: *"Private Label Optical is manufacturer of Safety prescription eyewear located in Southern California. We are interested to participate in bid number S35-S25234, but we do not have locations in Texas. Please let me know if we are allowed to make the safety prescription in our southern California location and send by FedEx to designated location in Texas?"*

Answer: *"We prefer that there is a local presence in the area to provide a fitting of the safety glasses to the employees."*

6. Question: *"Are there any estimated order quantities for groups one and two? I only see them listed online for the final group three."*

Answer: *"We estimates between 300 – 400 employees will get prescription glasses each year. We want to have the option to purchase safety glasses on either price lists (or an equivalent) in Group 1 and Group 2. We anticipate 150 to 200 glasses per year on each price list per year. We will probably have orders each month."*

7. Question: *"What about off-site (or on-site) fitting requirements?"*

Answer: *"We need the capability for employees to go on-site to be fitted. If the awarded supplier has the capability to come on site for fittings, that is acceptable."*

8. Question: *"The specs are silent on prescriptions. Would your employees get these at their local eye care provider? Some prescription lenses will be more expensive than others based on the eye doctor's prescription after the exam-how would that be identified and priced on our submitted pricing list bid?"*

Answer: *"The employees will be required to bring their prescriptions in with them at the first visit."*

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Due to the aforementioned change(s) to the e-bidding items you may need to edit your bid. To do so, please select the "Bid Number" and proceed accordingly.

This Letter of Clarification will be considered part of the solicitation referenced on the first page of this document. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Procurement Division and the applicable City Department(s).

Furthermore, it is the responsibility of each BIDDER to obtain any previous Letter(s) of Clarification associated with this solicitation.


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