



CITY OF HOUSTON
FINANCE DEPARTMENT
Strategic Procurement Division

Annise D. Parker

Mayor

Carolyn Hanahan
Acting Chief Procurement Officer
P.O. Box 1562
Houston, Texas 77251-1562

F. 832.393.8755
<https://purchasing.houstontx.gov>

December 4, 2015

Subject: Letter of Clarification No. 1
CATERPILLAR REPLACEMENT PARTS AND REPAIR SERVICES FOR THE
FLEET MANAGEMENT DEPARTMENT

Reference: Invitation to Bid (ITB) No.: S40-S25621

To All Prospective Bidders:

This Letter of Clarification is issued for the following reason:

- To answer the following questions:
 1. Question: *"On the e-bid document, regarding the flat rate charge for pick-up and delivery of one (1) tractor, what size equipment does this include?"*
Answer: *"This rate is for large trucks and tractors."*
 2. Question: *"What type(s) of equipment are the Caterpillar parts for?"*
Answer: *"Large trucks with CAT engines, asphalt pavers, road graders etc."*
 3. Question: *"What must the vehicle status report include?"*
Answer: *"This is a status report as to when all vehicle and/or equipment repairs will be completed."*
 4. Question: *"For the electronic catalog, what items are required to be included and what functions must this catalog have?"*
Answer: *"Where available, the electronic catalog must be in a secure format and should have all the functions listed in the bid document Section C, Article 5.0 through 5.3."*

Subject: Letter of Clarification No. 1
Caterpillar Replacement Parts and Repair Services for the Fleet Management
Department

5. Question: *"Must parts inventory be stored in Houston or may inventory be located within other cities in Texas?"*

Answer: *"Refer to Section B, Article 10.0 and to Section C, Article 8.0. Non routine and specialty order parts may be inventoried outside of the Houston area."*

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.



Jeff Meekins
Procurement Specialist
Strategic Procurement Division
(832) 393-8743

⁰⁰¹
JM:DRH:jm