



CITY OF HOUSTON
FINANCE DEPARTMENT
 Strategic Procurement Division

Annise D. Parker

Mayor

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March 17, 2015

SUBJECT: Letter of Clarification No. 1

REFERENCE: RFP No.: S67-T25335 Validation, Implementation Training for DNA Quantification for HPD/HFSC

TO: All Prospective Proposers:

CLARIFICATION NO. 1

FOR

**REFERENCE: SOLICITATION NO.: S67-T25335
 REQUEST FOR PROPOSAL (RFP) FOR VALIDATION, IMPLEMENTATION,
 TRAINING FOR DNA QUANTIFICATION FOR HPD/HFSC**

For which responses for clarification are scheduled to be received to the Finance Department Strategic Procurement Division, 2:00 p.m., Central Time on March 11, 2015.

The following changes and/or revisions are incorporated into the above referenced RFP Document a noted. All other provisions and requirements as originally set forth remain enforce and are binding.

1. The following questions and requests for clarification were submitted in accordance with the instructions provided in Section 4, 4.1, Communications between the City and Respondents. The City's response (**in bold italics**) follows each question or request for clarification in the table below:

CLARIFICATIONS TO QUESTIONS

Vendor Question 1:	Proposal Submittal Requirement 3.6.c (page 23) states: "Provide at least three (3) references from previous projects".
COH Response:	<i>Pg. 23, Section 3.5 references the qualifications of the proposer which requires three (3) references and Section 3.6, c is asking for three (3) references for the Key Personnel.</i>

Vendor Question 2:	Will the references supplied under Proposal Submittal Requirement 3.5 (page 22) suffice considering that our Biotechnical Services team operates as a cohesive unit and may share the same customer references?
COH Response:	<i>Yes, the references supplied under 3.5 will suffice for 3.6.c.</i>
Vendor Question 3:	How many GeneAmp® PCR System 9700 Thermal Cyclers will be included in this validation project?
COH Response:	<i>Four GeneAmp® PCR System 9700 Thermal Cyclers will be included in this validation project.</i>
Vendor Question 4:	How many Applied Biosystems 7500 Real-Time PCR instrument(s) will be included in this validation project?
COH Response:	<i>Three Applied Biosystems 7500 Real-Time PCR instrument(s) will be included in this validation project.</i>
Vendor Question 5:	How many of these Thermal Cyclers will require a full validation and how many (if any) will require a performance check?
COH Response:	<i>One 7500 and one 9700 will require full validation, while two 7500s and three 9700s will require performance checks.</i>
Vendor Question 5:	Could you please clarify the number of copies of the proposal (hard and electronic) required? Section 1.1 of the Special Instructions on page 2 asks for 8 and Section 2 of Exhibit I page 21 asks for 10
COH Response:	<i>8 Copies and 8 CDs</i>
Vendor Question 6	What current scripts are you running on the TECAN? Are these scripts locked or can they be modified to accommodate the new chemistries?
COH Response:	<i>Quantifiler Duo, Identifiler Plus, and Yfiler. These scripts are semi-accessible and able to be edited by laboratory staff.</i>
Vendor Question 7:	Concerning Exhibit I, page 21, 1.0 Evaluation Criteria, how is each aspect of the proposal weighted in the award process?
COH Response:	<i>Proposals will be evaluated by a point alpha based system. It is weighted on the Responsiveness of the proposal provided</i>
Vendor Question 8:	Will the City consider awarding two separate contracts, one for the software and reagents and another for the actual validation and training?
COH Response:	<i>No, the COH will not consider awarding one contract</i>
Vendor Question 8:	Page 16, Specifications/Scope of Work, Section3.1, how many 7500 software upgrade licenses will the vendor be required to purchase for the project?
COH Response:	<i>Four (4) licenses will be required.</i>

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In accordance with Communications between the City and Respondents, the deadline for questions has passed. No additional questions will be answered prior to the proposal deadline except as the Chief Procurement Officer, in her sole discretion, deems to be in the best interest of the City.

END OF CLARIFICATION NO. 1

CITY OF HOUSTON
STRATEGIC PROCUREMENT DIVISION

LOURDES COSS
CHIEF PROCUREMENT OFFICER

Should you have any additional questions or request further clarification regarding this Proposal, please contact Brenda Chagoya at brenda.chagoya@houstontx.gov, or at (832) 393-8723.

Sincerely,

Brenda Chagoya

Brenda Chagoya
Senior Staff Analyst

LC/bc

cc. T. Crabb – HPD
File

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Council Members: Helena Brown Jerry Davis Ellen Cohen Wanda Adams Mike Sullivan Al Hoang Oliver Pennington Edward Gonzalez
James G. Rodriguez Mike Laster Larry Green Stephen C. Costello Andrew Burks Melissa Noriega C.O. "Brad" Bradford
Jack Christie **Controller:** Ronald C. Green