



CITY OF HOUSTON

Housing & Community Development Department

CLARIFICATION 1
Land Assemblage Redevelopment Authority (LARA)
SOLICITATION NO. T24054

Annise D. Parker
Mayor

Neal Rackleff
Director
Housing & Community
Development Department
601 Sawyer
Houston, Texas 77007

July 24, 2014

SUBJECT: Letter of Clarification No. 1
Housing & Community Development Land Assemblage
Redevelopment Authority (LARA) Weeding Cutting and Related
Debris Removal Services

REFERENCE: RFP No.: T24054

TO: All Prospective Respondents

This Letter of Clarification is issued for the following reasons:

• **To revise the above referenced solicitation as follows:**

Question:

1. I had a question about how to price my bid. Is there any way that I could maybe get a sample of about 10 properties that resemble the type of lots that are mentioned in the packet obtained at the meeting?
2. Another question would be about the Hydro-Axe and if it's a deal breaker on whether or not we have one. Also, can you tell me which properties require the Hydro-Axe? We have other tools that work just as well and are easier to haul around than the Hydro-Axe.

Answer:

1. ***Please visit the following website and you will see examples of properties including the LARA inventory. LARA requests proposals for weed cutting and related debris removal services in connection with vacant lots owned or controlled by the Land Assemblage Redevelopment Authority ("LARA"). Examples of properties included in the LARA inventory are identified on Exhibit A (available on-line at)***

<http://mycity.houstontx.gov/houstonhope/> click- "View RFP List"

2. ***No, it is not a deal breaker; equipment equal to or better than can be used as long as it produces the same results. Please refer to answer (1) listed above***

Question:

1. Where do I find the required bid forms?
 - a. Signed Official Signature Page
 - b. Electronic Bid Form
 - c. Affidavit of Ownership
 - d. Fair Campaign Ordinance
 - e. Statement of Residency
 - f. Conflict of Interest Questionnaire

2. Exhibit "E," "F" and "G" were blank on the RFP pdf file. Where can I find these Exhibits. The RFP states that Exhibit E is attached to the RFP. However, the page is blank also. I have opened the RFP from several different computers to see if there was an issue on my end but the pages for these exhibits are still blank.
3. "Section 2.0 Request for Proposal Format" states that the proposal should be electronically generated, printed and signed in original ink. I noticed that the Contractors Questionnaire Form and the List of Subcontractors Form that are attached to the RFP are in a PDF format. Would you all allow these two forms to be completed by hand or do you have a form that can be completed electronically and printed?

Answers:

1. **Please refer to the following website the following forms are attached**

- c. Affidavit of Ownership**
- d. Fair Campaign Ordinance**
- f. Conflict of Interest Questionnaire**

II. The following forms will require company letter head and submittal along with packet

- a. Signed Official Signature Page of RFP submittal package**
- b. Electronic Bid Form – Hard copy acceptable with company letter head**
- e. Statement of Companies address**

2. **Exhibit "E" Bid Tabulation Sheet of proposed Bids on Company Letterhead**
3. **Exhibits "F" and "G" Please refer to <http://www.houstontx.gov/housing/rfp.html>**
4. **Yes, those forms that cannot be electronically generated can be completed by hand**

When issued, Letter(s) of Clarification shall automatically become a part of the solicitation 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 respondent to ensure that it has obtained all such letter(s). By submitting a qualifications packet on this project, respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into their qualifications packet.

If you have any questions or if further clarification is needed regarding this solicitation, please contact me.

Sincerely,

Derrick McClendon

Derrick McClendon
Sr. Procurement Specialist
City of Houston, Housing and Community Development Purchasing Division
713-868-8369