



CITY OF HOUSTON

Sylvester Turner

Mayor



HOUSTON AIRPORT SYSTEM

George Bush Intercontinental ~ William P. Hobby ~ Ellington Airport

Mario C. Diaz
Director of Aviation

May 30, 2019

SUBJECT: Letter of Clarification (LOC) No. 2

REFERENCE: Request For Information (RFI) Solicitation No. HWC-HASFLE-2019-013 for Fleet Management Business Alternatives Consultant/Contractor

To: All Prospective Respondents:

This Letter of Clarification is issued **to answer questions submitted from prospective respondents.**

1. **Question:** With respect to the submission, the Houston Airport System (HAS) has requested four (4) printed copies and four (4) complete copies on a memory stick. I was hoping it would be possible to submit electronically, via email, in order to kick start the HAS sustainability initiatives.

Response: Requirement remain as stated.

2. **Question:** In the event that the city/HAS decides to progress forward in partnering with a Fleet Management Company, will it utilize cooperative purchasing already in place in TX (i.e. TIPS cooperative)?

Response: HAS will consider all options.

3. **Question:** What consideration will existing business relationships with other local government in Harris County and Texas play in the decision making process?

Response: Please see response to Question No.2.

4. **Question:** Can HAS provide a list of construction/heavy equipment rentals over the most recent 5-year period in order to determine an annual average of supplemental equipment and associated costs?

Response: Please refer to the enclosed Attachment A: Equipment Rental Report.

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5. **Question:** Can HAS provide the total cost of ownership associated with the Heavy-Duty Fleet list?

Response: Attachments B, C, D, E, F, G, H, I can be used to obtain information for the TCO to include maintenance, fuel costs and salvage summary.

6. **Question:** The HAS Fleet Management Study (2018) is referenced in the RFI and a four-page fleet profile summary from this study has been provided as part of this solicitation. Is the entire report available for review by interested consultants/contractors?

Response: No, the report is not available.

7. **Question:** Since the 2018 fleet management study report has not been provided for review, it is unclear what additional advisory services HAS believes it might require. For example, is HAS seeking consultant assistance in soliciting, evaluating, and selecting product and/or service providers? Is it interested in having a consultant perform a fleet maintenance outsourcing feasibility study? A lease versus buy analysis for certain segments of the fleet? The development of recommendations and a plan for improving in-house fleet management resources and business practices?

Response: HAS is seeking any information from fleet management experts, consultant or contractor, who can assist HAS in optimizing its fleet management business model to match the organizational changing needs in the areas of reliability, resiliency, efficiency and life cycle condition of the existing fleet. We are looking for these alternatives, but not limited to best maintenance practices to reduce maintenance costs, downtime and parts delays; telematics for right sizing and correct unit placement; leasing vs. buying; clean/green fleet.

8. **Question:** Since a specific scope of work for the potential subsequent solicitation has not been identified, what is HAS looking to receive as a response for sections 2.2.4 for a "Delivery Schedule", 2.2.5 for an "Alternative Capital and Operation and Maintenance Costs", and 2.2.6 for "O&M Requirements and Approach"?

Response: HAS requires all the information associated with your submittal in order to make the best decision for its business model.

9. **Question:** Are you looking for a consultant to help refine consideration of alternatives and develop an implementation strategy or is your intent to go straight to suppliers such as leasing companies, outsourcing companies, GPS providers, etc?

Response: HAS intends to go straight to suppliers.

10. **Question:** How often over the last 2 years, has maintenance and repair been performed on-site on vehicles and equipment, that cannot leave the airport grounds?

Response: 3-5 times a week. Repairs have been done on airport grounds to fix or mobilize units. If repairs are more extensive, or under vendor warranty etc., they are taken offsite for future repairs.

When issued, this LOC shall automatically become part of the RFI documents and shall supersede any previous specification(s) and/or provision(s) in conflict with this LOC. It is the responsibility of the Respondent(s) to ensure that it has obtained all such LOC(s). By submitting a submittal on this project, Respondent(s) shall be deemed to have received all LOC(s) and to have incorporated them into this solicitation.

If further clarification is needed regarding this solicitation, please contact Warren Ching, Sr. Procurement Specialist, via email at warren.ching@houstontx.gov.



Justina J. Mann, CPPO
Procurement Officer
Houston Airport System

Attachments:

- A. Equipment Rentals Report;
- B. Unit Salvage Summary;
- C. Unit Salvage Summary Purchase Costs;
- D. Maintenance Costs and Fuel Summary;
- E. Maintenance Costs and Fuel Summary Full Fleet List;
- F. Maintenance Costs and Fuel Summary Heavy Fleet List;
- G. Maintenance Work Order History;
- H. Maintenance Work Order History Full Fleet List;
- I. Maintenance Work Order History Heavy Fleet List