



DATE: June 17, 2021
SUBJECT: Letter of Clarification
RE: Brown Theater Dimming Rack Replacement Invitation to Bid
TO: All Prospective Bidders

Houston First Corporation (“HFC”) issues this Letter of Clarification regarding the referenced Brown Theater Dimming Rack Replacement Invitation to Bid to answer questions timely received in the manner set forth below:

QUESTIONS

Question 1: The Scope of Work on the Drawing cover page, Item 5, states "Provide new controls system with dimmer racks." Does this refer to the cat6 wires specified on drawing E3 or the control processors required by the new dimming racks?

Answer: The extent of the new controls system refers to the processors in the new dimming racks and new Cat6 cabling to connect them to the existing patch panel and network switch in the data cabinet located in the same room.

Question 2: If a subcontractor is certified WBEA (WBENC more specifically), but not SBA, does that still count towards the inclusion goal of the project?

Answer: HFC, as stated in its Diversity Program, recognizes Women’s Business Enterprise Alliance as an acceptable certification agency when selecting certified business to meet the Diversity Goal; be advised, however, that the certified business must also have a Significant Local Presence, as defined in the Diversity Program Instructions to Bidders/Proposers located on the HFC website [Do Business | Houston First Corporation](#).

Question 3: How soon after bid opening will a contract be awarded? Or at least letter of intent?

Answer: The manner of corporate approval required is dependent upon the amount of the lowest responsible bid received. The complete Brown Theater Dimming Rack Replacement Agreement has been provided with the Invitation to Bid; there will be no letter of intent.

Question 4: How long is submittal review expected to take?

Answer: Assuming each Bidder complies with the requirements of the Invitation to Bid, HFC expects that the lowest responsible bid received will be known on the Submission Deadline.

Question 5: Is additional time available if the manufacturer is not able to deliver in time to meet the specified September 17th completion date?

Answer: Extending the deadline is not an option.

Letters of Clarification become a part of the Invitation to Bid automatically upon issuance and supersede any previous specifications and/or provisions in conflict therewith. By submitting their Bid, Bidders are deemed to have reviewed all Letters of Clarification, considered all responses, as well as any revisions, and incorporated them into their submittal.