



**CITY OF HOUSTON**  
**FINANCE DEPARTMENT**  
 Strategic Procurement Division

**Annise D. Parker**

Mayor

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**April 3, 2015**

**SUBJECT: Letter of Clarification No. 1**

**REFERENCE: RFP No.: S67-I00451 Request for Information (RFI) for Lead Underwriting Services**

**TO: All Prospective Proposers:**

**CLARIFICATION NO. 1**

**FOR**

**REFERENCE: SOLICITATION NO.: S67-I00451  
 REQUEST FOR INFORMATION (RFI) FOR LEAD UNDERWRITING SERVICES**

**For which responses are scheduled to be received to the Finance Department, Strategic Procurement Division, 5:00 p.m., Central Time on April 7, 2015.**

- The following questions and requests for clarification were submitted. 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**

<b>Vendor Question 1:</b>	Please clarify if the call date of March 1, 2025 shown on the bottom of page 4 is accurate? Typically we would assume a call date to occur on an interest payment date. Therefore, should we assume May 15, 2025 or November 15, 2025?
<b>COH Response:</b>	<b><i>This should be November 15<sup>th</sup> 2025</i></b>
<b>Vendor Question 2:</b>	On page four you request an optional call option at par on March 1, 2025. Bond maturities are on 11/15/20XX. Please confirm if this is the option date you desire.
<b>COH Response:</b>	<b><i>Option date should be November 15<sup>th</sup> 2025</i></b>
<b>Vendor Question 3:</b>	As of what date should we assume pricing for our indicative coupon/yields?
<b>COH Response:</b>	<b><i>Indicative pricing should be as of April 2nd, 2015</i></b>

<b>Vendor Question 4:</b>	In regards to the “Marketing Estimate” section of the RFI, the footnote to the required table notes that the bonds maturing 2026 and later are subject to optional call at par on March 1, 2025. As call dates often fall on interest payment dates (which in this case would be May 15 or November 15), we just wanted to confirm that March 1, 2025 is the intended date.
<b>COH Response:</b>	<b><i>Option date should be November 15<sup>th</sup> 2025</i></b>
<b>Vendor Question 5:</b>	City of Houston only wants to receive responses from underwriters who desire to be LEAD underwriter for the proposed issuance of Combined Utility System First Lien Revenue Refunding Bonds Series 2015C (“Series 2015C Bonds”), and not from firms who desire to service the City of Houston as a co-manager on the issuance of the Series 2015C Bonds. Fidelity Capital Markets would like to serve the City of Houston as a co-manager.
<b>COH Response:</b>	<b><i>Correct, the City is only expecting responses from underwriters who desire to be lead underwriter. A firm will not be precluded from serving in any of the other syndicate positions if a response is not received.</i></b>
<b>Vendor Question 6:</b>	Does “proposed Bond” refer to a potential refunding of commercial paper or a refunding of outstanding bonds? Or a potential combination of both?
<b>COH Response:</b>	<b><i>Potential combination of both.</i></b>

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](mailto:brenda.chagoya@houstontx.gov), or at (832) 393-8723.

Sincerely,



Brenda Chagoya  
Senior Staff Analyst

LC/bc

cc. J. Olenick  
File

*Partnering to better serve Houston*