



# CITY OF HOUSTON

Administration and Regulatory Affairs Department  
Strategic Purchasing Division

**Annise D. Parker**  
Mayor

Calvin D. Wells, Deputy Director  
City Purchasing Agent  
P.O. Box 1562  
Houston, Texas 77251-1562

F. 832.393.8755  
<https://purchasing.houstontx.gov>

December 19, 2012

**SUBJECT:** Letter of Clarification No. 3  
Automotive, White/GMC/Volvo replacement parts & repair service  
for Various Departments

**REFERENCE:** Invitation to Bid (ITB) No.: S33-L24441

**TO:** All Prospective Respondents

This Letter of Clarification is issued for the following reasons:

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

1. Extend the due date from 10:30 a.m., Thursday, December 20, 2012 to 10:30 a.m., Thursday, January 10, 2013.

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. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Purchasing Division and the applicable City Department(s). It is the responsibility of the respondent to ensure that it has obtained all such letter(s). By submitting a proposal on this project, respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into their proposals/bids.

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

Sincerely,

*PA*  
Handwritten signature of Conley Jackson in black ink.

Conley Jackson  
Senior Procurement Specialist  
Strategic Purchasing Division  
832-393-8733

cc: S33-L24441 Solicitation file

**END OF LETTER OF CLARIFICATION 3**

*Partnering to better serve Houston*