



CITY OF HOUSTON

Administration & 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>

April 11, 2013

SUBJECT: Letter of Clarification No. 2 to Request for Qualification (RFQ) No.: Q24570 for Consulting Services for Development of a Statement of Work for Deferred Compensation Plan {IRC Section 457(b)}

TO: All Prospective Respondents

This Letter of Clarification is being issued for the following reason(s):

- To modify the statement above "**Table 1 – REQUIRED FORMS**".
 - 1) On page 5 of the solicitation document, change – "**Additionally, the documents listed below must be provided with the QP:**" **to read:** **Additionally, the documents listed below should be provided with the QP:**
 - 2) Also, reference Letter of Clarification No. 1, disregard the notation below the signature element which stated "**Attachments: Exhibits A & B**" as there were no attachments.

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 respondents to ensure that they have obtained any such previous Letter(s) associated with this solicitation. By submitting a response to this solicitation, respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this solicitation and resulting response.

If you have any questions or if further clarification is needed regarding this solicitation, please contact me at 832-393-8726.

Sincerely,

Ray DuRousseau

Ray DuRousseau
Deputy Assistant Director

Partnering to better serve Houston

Council Members: Helena Brown Jerry Davis Ellen Cohen Wanda Adams Mike Sullivan Al Hoang Oliver Pennington Edward Gonzalez
James G. Rodriguez Mike Laster Larry Green Stephen C. Costello Andrew Burks Melissa Noriega C.O. "Brad" Bradford
Jack Christie **Controller:** Ronald C. Green