



CITY OF HOUSTON

Administration & Regulatory Affairs Department
Strategic Purchasing Division

Annise D. Parker

Mayor

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April 3, 2013

SUBJECT: Letter of Clarification No. 1 to Request for Qualification (RFQ) No.: Q24570 for Consulting Services for Development of a Statement of Work for Deferred Compensation Plant {IRC Section 457(b)}

TO: All Prospective Respondents

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

- To correct a website link.

On page 5 of the solicitation document, change - All forms can be downloaded from the following link: http://purchasing.houstontx.gov/solicitation_forms.html. Offeror will be able to click and print each required document from this site **to read: All forms can be downloaded from the following link: <http://purchasing.houstontx.gov/forms.shtml>. Offeror will be able to click and print each required document from this site.**

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

Attachments: Exhibits A & B

Partnering to better serve Houston