



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

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December 4, 2015

**SUBJECT:** Letter of Clarification No. 1  
Historic Preservation Guidelines

**REFERENCE:** RFP No.: S33-T25601

**TO:** All Prospective Respondents

**This Letter of Clarification is issued for the following reasons:**

1. To provide all prospective respondents with teleconference access to the pre-proposal conference scheduled for Tuesday, December 8, 2015 at 9:00 a.m. CST.

Please dial: **832.395.1146**

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 Procurement 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.

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

Sincerely,

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

**END OF LETTER OF CLARIFICATION 1**

bc