



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

**Sylvester Turner**

Mayor

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August 4, 2020

**Subject: Letter of Clarification No. 1, Solicitation S63-I03320 – RFI for Publicly Accessible Electric Vehicle Charging Stations**

To All Prospective Respondents:

This Letter of Clarification is issued to extend the RFI due date to **Friday, August 21, 2020** and to clarify information regarding the RFI.

1. Based on questions received about the intended scope of the RFI, we would like to clarify that there are 2 separate areas of response:
  - a. The City is looking for information on how best to implement a community-wide charging network that utilizes city-owned property and the public right-of-way as an incentive
  - b. The City is also looking for information on a charging system for City of Houston fleet vehicles to meet the Climate Action Plan goal of converting 100% of the City's non-emergency, light-duty fleet vehicles to electric – over 5,000 vehicles
2. Companies are free to respond to either or both areas of the RFI. Companies are also free to submit joint responses that combine both areas.

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

Should you have any questions or need further clarification regarding this RFI, please contact Eloise Gonzalez at [eloise.gonzalez@houstontx.gov](mailto:eloise.gonzalez@houstontx.gov) or at 832-393-8728.

Sincerely,

A handwritten signature in black ink, appearing to read "Jerry Adams", written over a horizontal line.

Jerry Adams  
Chief Procurement Officer

**Council Members:** Amy Peck Jerry Davis Abbie Kamin Carolyn Evans-Shabazz Dave Martin Tiffany D. Thomas Greg Travis Karla Cisneros Robert Gallegos Edward Pollard Martha Castex-Tatum Mike Knox David W. Robinson Michael Kubosh Letitia Plummer Sallie Alcorn

**Controller:** Chris Brown