



# CITY OF HOUSTON

Administration & Regulatory Affairs Department  
Strategic Purchasing Division

**Annise D. Parker**  
Mayor

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

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

September 3, 2010

**SUBJECT:** Letter of Clarification No.1  
Benefits for Human Resources Department

**REFERENCE:** Request for Proposal No.: T23748

**TO:** All Prospective Respondents

This Letter of Clarification is issued for the following reasons:

- **To update the above referenced solicitation as follows:**

## 12. ADDENDA

**Addendum #1:** posted on September 3, 2010

- (a) 7.b Dental Plan Questionnaire
- (b) 7.c Supplemental Insurance Questionnaire
- (c) 7.d Flexible Spending Accounts Administration Questionnaire
- (d) 8.d.2 Updated Dental Census
- (e) Newspaper Ad

**Note:** The Medical Questionnaire has also been updated to include complete print ranges in all tabs. The questions are unchanged.

Click on following link and then on "Item #12 – Addenda" to access Addendum #1:  
<http://www.houstontx.gov/hr/rfps/hb10.html>

*Partnering To Better Serve Houston*

Council Members: Brenda Stardig Jarvis Johnson Anne Clutterbuck Wanda Adams Mike Sullivan Al Hoang Oliver Pennington Edward Gonzalez  
James G. Rodriguez Stephen C. Costello Sue Lovell Melissa Noriega C.O. "Brad" Bradford Jolanda "Jo" Jones **Controller: Ronald C. Green**

**LETTER OF CLARIFICATION 1  
BENEFITS FOR HUMAN RESOURCES DEPARTMENT  
SOLICITATION NO. T23748**

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 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 this RFP.

Sincerely,

City of Houston, Human Resources Department

cc: T23748 Solicitation File

**END OF LETTER OF CLARIFICATION NO. 1**

*Partnering To Better Serve Houston*

Council Members: Brenda Stardig Jarvis Johnson Anne Clutterbuck Wanda Adams Mike Sullivan Al Hoang Oliver Pennington Edward Gonzalez  
James G. Rodriguez Stephen C. Costello Sue Lovell Melissa Noriega C.O. "Brad" Bradford Jolanda "Jo" Jones **Controller: Ronald C.  
Green**