



CITY OF HOUSTON
Legal Department

Annis D. Parker
Mayor

David M. Feldman
City Attorney
Legal Department
P.O. Box 1562,
Houston, Texas 77251-1562
City Hall Annex
900 Bagby, 4th Floor

T. 713.247.2000
F. 713.247.1017
www.cityofhouston.gov

March 11, 2013

SUBJECT: Letter of Clarification No. 1 Delinquent Ad Valorem Tax Collection Contract
for Legal Department

REFERENCE: Request for Proposal (RFP) No. S00-T24554

TO: All Prospective Proposers:

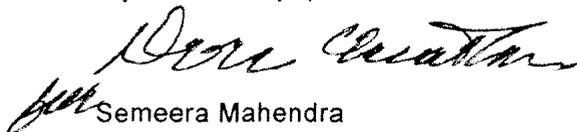
This Letter of Clarification is issued for the following reasons:

- **To update the RFP due date to reflect the current Day Light Saving time. This update is hereby incorporated and made a part of the Request for Proposal:**

Please review the attached Contract. If you believe that your Firm meets the minimum requirements as outlined in the RFP and the attached Contract, **please submit 5 copies of your proposal by hand delivery to Sameera Mahendru in the Office of the City Attorney, 900 Bagby, Houston Texas 77002, by 12:00 noon GST, CDT on Friday April 12, 2013.** Please also send a PDF file of the proposal via email to sameera.mahendru@houstontx.gov. No proposals will be accepted after this date unless specifically authorized by the City Attorney.

When issued, Letter(s) of Clarification shall automatically become a part of the proposal 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 Purchasing Division and the applicable City Department(s). It is the responsibility of the proposers to ensure that it has obtained all such letter(s). By submitting a proposal on this project, proposers shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this proposal.

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



Sameera Mahendra
Senior Assistant City Attorney
General Counsel Section
900 Bagby, 4th Floor
Houston, Texas 77002
Telephone: 832 393 6315

**LETTER OF CLARIFICATION 1
DELINQUENT AD VALOREM TAX COLLECTION SERVICES
SOLICITATION NO. S46-T24554**

END OF LETTER OF CLARIFICATION 1