



# CITY OF HOUSTON

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January 9, 2014

**SUBJECT:** Letter of Clarification No. **16** Request for Proposal for  
Human Resources Consulting services and Data Warehouse

**REFERENCE:** Request for Proposal No. S37-T24838

**TO:** All Prospective Proposers

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

**The following questions and City of Houston responses are hereby incorporated and made a part of the Request for Proposal:**

**Question:** How do I delete attachments that have been uploaded to the RFP on Proposal Tech?

**Answer:** Attachments can be deleted on the "Manage Documents" page. A link has been provided in the left-hand side menu. You may also contact Proposal Tech customer support at (877) 211-8316 option 4, or visit [support@proposaltech.com](mailto:support@proposaltech.com).

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.

Sincerely,

*Gerri R. Walker*

Gerri R. Walker  
Assistant Director, Human Resources

**END OF LETTER OF CLARIFICATION 16**