



January 13, 2014

SUBJECT: Letter of Clarification No. 21 Request for Proposal for Human Resources Consulting 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 (RFP):**

Question: For the supplemental insurance plans, can we bid prices based on commissions in lieu of hourly rates?

Answer: No.

Question: Can you provide City of Houston logos that we can include in our presentation material?

Answer: Yes. Please see file "city logo."

Question: Can we provide proposals on a jump-drive / stick or is the requirement CD?

Answer: Properly labeled CDs are required.

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 21