



CITY OF HOUSTON

Annise D. Parker

Mayor

P.O. Box 1562
Houston, Texas 77251-1562

Telephone - Dial 311
www.houstontx.gov
<http://purchasing.houstontx.gov>

December 23, 2013

SUBJECT: Letter of Clarification No. 4 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):**
1. **Question:** Please confirm that if a City of Houston certified M/W/SBE is responding as the prime, then they still must use an additional M/W/SBE for part of the contract (and as such cannot perform 100% of the contract). Is there any preference to have M/W/SBE's act as the prime vendor?

Answer: MWBE primes must also make a Good Faith Effort to meet MWBE goals. No preference is given for MWBE primes.

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,

Joyce A. Hays

Joyce A. Hays
Sr. Procurement Specialist

END OF LETTER OF CLARIFICATION 4