



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>

June 26, 2014

SUBJECT: Letter of Clarification No. 2
Consulting Services for the Implementation of Info Enterprise Software Solution
for the City of Houston and ILMS Replacement Addendum a/k/a City Source

REFERENCE: RFP No.: S37-T25069

TO: All Prospective Respondents

This Letter of Clarification is issued for the following reasons:

• **To revise the above referenced solicitation as follows:**

1. **Extend the Proposal Due Date to Thursday, July 17, 2014 at 2:00 p.m.**

• **To provide a response to vendors questions as follows:**

1. We would like to formally request an extension for the due date for responses of this RFP. Will this be considered?

Answer: Yes, please see notice above.

2. 10.0 Technical Solution: We expect the City and Infor to determine the best deployment/implementation architecture for their needs/capabilities. We would not know the best architecture to deploy the system based on your and Infor's constraints or needs at this time. Are you asking us to provide our recommendation and point of view on the pros and cons of each? Software/Hardware/Infrastructure needs would be unknown at this point.

Answer: The City requires the Proposer(s) to recommend the technology architecture and infrastructure, based on the INFOR Software Suite. The Proposer(s) may use their implementation experience, INFOR contacts and other resources to provide the recommended technology architecture and infrastructure, along with pros and cons of the recommendation.

3. ILMS Attachment D and E: Since the response to this RFP is for consulting services only, and not for a specific product/software, what is the expectation for these responses to be used? Is it for a roadmap for a future solution? Would a lack of response to these questions be viewed negatively or in "non-compliance".

Answer: The City requires the Proposer(s) to respond to all sections of the RFP.

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. 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 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 their proposals.

If you have any questions or if further clarification is needed regarding this solicitation, please contact me at joyce.hays@houstontx.gov.

Sincerely,



Joyce Hays
Senior Procurement Specialist
Strategic Purchasing Division
832-393-8723

cc: T25069

Attachment: Revised page 1

END OF LETTER OF CLARIFICATION 2

<p>STRATEGIC PURCHASING DIVISION</p>	<p>CITY OF HOUSTON, TEXAS NOTICE OF REQUEST FOR PROPOSAL (RFP) SOLICITATION NO.: S37-T25069</p>	<p>"PARTNERING TO BETTER SERVE HOUSTON"</p>
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NIGP CODE:

920-64

SOLICITATION DUE
DATE/TIME:

July 17, 2014 at 2:00 P.M., CST

SUBMITTAL LOCATION:

City Secretary's Office
City Hall Annex, Public Level
900 Bagby Street
Houston, Texas 77002

DESCRIPTION:

CONSULTING SERVICES FOR THE IMPLEMENTATION OF
INFOR ENTERPRISE SOFTWARE SOLUTION FOR THE CITY
OF HOUSTON AND ILMS REPLACEMENT ADDENDUM
A.K.A CITY SOURCE

PRE-PROPOSAL
CONFERENCE:

Date	Time
June 20, 2014	10:00 A.M.

Location
SPD, 900 Bagby, CR-1
City Hall Annex,
Houston, TX 77002

In accordance with T.L.G.C. § Chapter 252, competitive sealed Proposals for the services specified will be received by the City Secretary's Office of the City of Houston at the above specified location, until the time and date cited. Offers must be in the actual possession of the City Secretary's Office on or prior to the time and date, and at the location indicated above. Late offers will not be considered.

Offers must be submitted in a sealed envelope or package with the Solicitation Number and the Proposer's name and address clearly indicated on the envelope or package. All offers must be completed in ink or typewritten. Additional instructions for preparing an offer are included in this Solicitation.

PROPOSERS ARE STRONGLY ENCOURAGED TO CAREFULLY READ THE ENTIRE SOLICITATION

Solicitation Contact Person:
Joyce Hays

Name

joyce.hays@houstontx.gov

E-Mail Address

City Purchasing Agent

June 13, 2014

Date