



CITY OF HOUSTON

Annise D. Parker

Mayor

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September 19, 2014

SUBJECT: Letter of Clarification No. 1 Houston Arts and Cultural Plan for the Mayor's Office

REFERENCE: Request for Proposal No. S33_T25107

TO: All Prospective Proposers:

This Letter of Clarification is issued for the following reasons:

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

1. Page 1, Item TITLE: ~~CULTURAL MASTER PLAN~~ shall be revised to read as follows: **HOUSTON ARTS AND CULTURAL PLAN.**

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 Request for Proposal, please contact me.

Joyce Hays

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

Attachment: Revised Page 1

END OF LETTER OF CLARIFICATION 1



CITY OF HOUSTON, TEXAS
NOTICE OF REQUEST FOR PROPOSAL (RFP)
SOLICITATION NO.: S33-T25107

**"PARTNERING TO BETTER
SERVE HOUSTON"**

NIGP CODE: 962-58

SOLICITATION DUE DATE/TIME: October 23, 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: ~~HOUSTON ARTS AND CULTURAL PLAN CULTURAL
MASTER PLAN~~

	<i>Date</i>	<i>Time</i>	<i>Location</i>
PRE-PROPOSAL CONFERENCE:	September 30, 2014	9:00 a.m.	SPD, 900 Bagby, Conference Rm. 1 (Lower Level), 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:
Conley Jackson

Name
conley.jackson@houstontx.gov

E-Mail Address

City Purchasing Agent
September 19, 2014

Date