



**CITY OF HOUSTON**  
FINANCE DEPARTMENT  
Strategic Procurement Division

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December 18, 2014

**Subject:** Letter of Clarification No. 3 to Request for Proposal (RFP) No. S55-T25244 for Pharmacy Software & Inventory Management System

**To:** All Prospective Respondents:

This Letter of Clarification is issued for the following reasons:

- **The respond to questions posed by perspective respondents:**

1) The following questions and the City of Houston's responses are hereby incorporated and made a part of the RFP.

**Question No. 1:** It is QS/1 HR policy to run extensive background checks on our employees and we do not plan to hire extra personnel in the Houston area for this project, therefore we would not be accessing the HPD information. Our HR department, however, did try to obtain the terms and requirements of the HPD via the provided link to review and the link landing page shows a page not found status.

**Answer:** The current link posted on the RFP is incorrect. That is why you receive the page not found message. The correct link is:

[http://www.houstontx.gov/police/hpd\\_vendor\\_certification](http://www.houstontx.gov/police/hpd_vendor_certification)

**Question No. 2:** Do you have a separate link that we should review.

**Answer:** Please see above response.

**Question No. 3:** Do you need a statement from our company regarding our policy included w/ the RFP response.

**Answer:** Yes.

**Question No. 4:** Would this be a non-issue based on our response?

**Answer:** Please provide the requirements listed on the RFP.

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**Question No. 5:** Out of the 8 Pharmacies, how many are serving the jail health and correctional health?

**Answer:** There are two correctional facilities.

**Question No. 6:** Do you need MAR capability for each Pharmacy?

**Answer:** We would need MAR capabilities for the two correctional facilities.

**Question No. 7:** For the flat file report to SAP, can you clarify more details on what you like to report under inventory levels? For example you need the medication name, inventory on hand qty by price? Please indicate the fields you like to have included in the flat file communication.

**Answer:** This will need to be fully vetted for requirements based on the capabilities of the system selected. Don't get caught up too much on this line item- it's a "nice to have / would like to have" item.

**Question No. 8:** You want the vendor to provide the servers and host them for you, correct?

**Answer:** If that is a viable option, we would like to know options available and at what cost.

**Question No. 9:** Should we include all equipment with the price proposal? If so, how many workstations, Point of Sale registers, printers, image scanners, electronic signature devices you like us to include per location?

**Answer:** Please include the equipment and break out the base system cost and ancillary equipment cost. Depending on the equipment needed, we may be able to leverage other vendors with whom we have an existing contract for those items. I.E. – PC's, printers, etc. In some cases, this equipment already exists in the location. Based on the requirements, we will perform a gap analysis that identifies any and all equipment needed to be purchased to implement the system.

**Question No. 10:** Can you clarify what you mean by RFID integration capabilities? What exactly you expect from the vendor for this integration?

**Answer:** Radio Frequency ID. Does the system have the capability to interface with RFID vendors? We don't have this system yet, we are just asking for scalability consideration.

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**Question No. 11:** Under point 15 on page 16 of 86. What is the vendor device we should interface to when you mention interface with pharmacy management safe technology ( storage and release of pharmaceuticals) ?

**Answer:** The device should be anything resembling or similar to a Pyxis or automated pharmacy dispensing type system.

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.

*Joseph Badell*

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**END OF LETTER OF CLARIFICATION 3**

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