



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

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Mayor

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December 17, 2014

**SUBJECT:** Letter of Clarification No. 2  
**REFERENCE:** RFP Invitation No. S55-T25244  
**TO:** All Prospective Respondents:

This Letter of Clarification is issued for the following reasons:

- **The following questions and City of Houston responses are hereby incorporated and made a part of the RFP:**

**1. Vendor Question:**

We should include a price proposal in the RFP for 8 outpatient Pharmacies, correct?

**COH Answer:**

Yes, this is correct

**2. Vendor Question:**

Do any of them need a conversion?

**COH Answer:**

Please clarify what is meant by "conversion". There is not a system to be "converted". The system will be a "new install" ONLY and there will not be ANY data migration to the new system.

**3. Vendor Question:**

How many prescriptions does each Pharmacy fill approximately every day?

**COH Answer:**

The prescription volume due to the ordering process averages about 10,000 a month.

**4. Vendor Question:**

The user count of 100 is for all 8 Pharmacies, correct?

**COH Answer:**

Yes

LETTER OF CLARIFICATION No.2  
PHARMACY SOFTWARE & INVENTORY MANAGEMENT SYSTEM  
SOLICITATION No.S55-T25244

5. **Vendor Question:**

When you pre-package you just fill bottles or bubble/blister packs? Or do you need interfaces to a pre-package system/vendor? If so, to which vendor.

**COH Answer:**

This effort does not need an interface to a vendor. Packaging is done at the City of Houston by the Pharmacy.

6. **Vendor Question:**

You want the new system to create a flat file to SAP and communicate Inventory levels of each drug? Please clarify further.

**COH Answer:**

The new system must either be able to interface with SAP "or" be able to export a flat file to be imported into SAP that provides inventory related information which we track. We must be able to generate inventory level reporting on pharmaceuticals that we intake and dispense.

7. **Vendor Question:**

How will the project be funded?

**COH Answer:**

Funding has been allocated and appropriated pending vendor selection.

8. **Vendor Question:**

Estimated cost for the project?

**COH Answer:**

We are not disclosing this information at this point of solicitation. However, we look forward to your recommended solution.

9. **Vendor Question:**

Will any additional procurements take place in order to fulfill this effort?

**COH Answer:**

Procurements necessary to fulfill the requirements of the project will be considered and taken into account given the budget and funding allocated to the project for its purposes.

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SOLICITATION No.S55-T25244

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

Joseph Badell,CCCM  
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**END OF LETTER OF CLARIFICATION 2**

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**Council Members:** Helena Brown Jerry Davis Ellen Cohen Wanda Adams Mike Sullivan Al Hoang Oliver Pennington Edward Gonzalez  
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Jack Christie **Controller:** Ronald C. Green