



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

**Annise D. Parker**

Mayor

Lourdes Coss  
Chief Procurement Officer  
P.O. Box 1562  
Houston, Texas 77251-1562

F. 832.393.8755  
<https://purchasing.houstontx.gov>

February 18, 2015

**SUBJECT:** Letter of Clarification No. 1  
Facilities Maintenance Services for the General Services Department

**REFERENCE:** RFP Invitation No. S30-T25319

**TO:** All Prospective Proposers:

This Letter of Clarification is issued for the following reason:

**Site visits will start at the City Hall Annex, 900 Bagby, Public Level, at 8 a.m., on Monday, February 23, 2015. Visiting sequence order will be as follows:**

- 1) **Jesse Jones Library – 500 McKinney**
- 2) **Julia Ideson Library – 550 McKinney**
- 3) **Bob Lanier PWE Building - 611 Walker**
- 4) **Houston Emergency Center – 5320 N. Shepherd**
- 5) **Houston Permitting Center – 1002 Washington**
- 6) **Houston Transtar – 6922 Katy Rd.**
- 7) **Carnegie Library – 1050 Quitman**
- 8) **Holcombe Lab, Bldgs. A & B – 2252 Holcombe Blvd.**

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 at 832-393-8736..

*Richard Morris*

Senior Procurement Specialist

**END OF LETTER OF CLARIFICATION 1**