



CITY OF HOUSTON
FINANCE DEPARTMENT
Strategic Procurement Division

Sylvester Turner

Mayor

John Gillespie
Chief Procurement Officer
P.O. Box 1562
Houston, Texas 77251-1562

T. 832.393.9126
F. 832.393.8755
<https://purchasing.houstontx.gov>

April 15, 2016

SUBJECT: Letter of Clarification No. 5

REFERENCE: RFP: S69-T25669 SAP Application Administration and Support Services

TO: All Prospective Proposers

CLARIFICATION NO. 5

FOR

**REFERENCE: SOLICITATION: S69-T25669
REQUEST FOR PROPOSALS (RFP) FOR SAP APPLICATION ADMINISTRATION
AND SUPPORT SERVICES**

For which responses for clarification are scheduled to be received to the
Finance Department Strategic Procurement Division,
2:00 p.m., Central Time on April 15, 2016.

The following changes and/or revisions are incorporated into the above referenced RFP Document as noted. All other provisions and requirements as originally set forth remain enforce and are binding.

1. The following questions and requests for clarification were submitted in accordance with the instructions provided, Communications between the City and Respondents. The City's response (**in bold italics**) follows each question or request for clarification in the table below:

CLARIFICATIONS TO QUESTIONS

Question 1:	Please explain what the subcontract goal is as mentioned in clarification 3.
COH Response:	Page 1 of the RFP shows MWSBE Goal: 24%. For an explanation of this program please refer to the Office of Business Opportunity publication entitled "Maximizing Contract Goal Credit for MWSBE Utilization" at the following link: http://www.houstontx.gov/obo/
Question 2:	Can a minority business participate in this opportunity as a prime and only vendor?
COH Response:	A minority business can participate in this opportunity as a prime but must find another sub to handle the MWBE requirement and they can provide quotes to other primes where they will be the sub and satisfy the MWBE requirement.

END OF CLARIFICATION NO. 5

Should you have any additional questions or request further clarification regarding this proposal, please contact Regina Spencer at regina.spencer@houstontx.gov or (832) 393-8707.

Sincerely,

Regina Spencer

Regina Spencer
Sr. Procurement Specialist

/rs

cc: File