



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

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Mayor

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September 28, 2017

**SUBJECT:** Letter of Clarification No. 5 – RFP S67-T26361 for Housing Rehabilitation and Construction Services for Single Family Homes for the Housing and Community Development Department

**TO:** All Prospective Proposers:

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This letter of Clarification is issued for the following reasons:

1. To notify all Proposers to adhere to the “No Contact Period,” Please refer to pg. 16 of the Solicitation, Part VI – Special Conditions, Section A. No Contact Period.  
**Do not contact the Housing and Community Development Department (HCDD)  
Proposers will be immediately disqualified if further proposers continue to contact HCDD.**
2. To remove the following sentence on pg. 14, B. Submission Requirements, Section 2. General Company Information, “*(At a minimum qualification, company must possess an office within Harris County, Texas.)*”

When issued, Letter(s) of Clarification shall automatically become a part of the Bid documents, and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. It is the responsibility of the Proposer to ensure that they have obtained any such previous Letter(s) associated with this solicitation. By submitting a response on this Bid, Bidders shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this Bid.

Should you have any questions or need further clarification regarding this Proposal, please contact Brenda Chagoya at (832) 393.8723.

Sincerely,  
Brenda Chagoya  
Division Manager