



CITY OF HOUSTON

Housing & Community Development Department

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Mayor

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March 13, 2020

Subject: Letter of Clarification No.3

NOTICE OF FUNDING AVAILABILITY(NOFA) – 2020

DISASTER RECOVERY (DR-17) MULTIFAMILY PROGRAM- ROUND 2

Reference: Request for Proposal No.: T29314

To all Prospective Proposers:

This Letter of Clarification is issued for the following reasons:

- Revised Application Due Date
- Notification of No Contact with City Officials

Application Due Date

HCDD acknowledges there have been impacts to business continuity due to the Coronavirus that may delay applicants submitting their application in a timely manner. HCDD will extend the application date for all applications until **Friday, March 20th at 3:00 pm**. Otherwise, all applications must be submitted based on the instructions outlined in the NOFA.

No Contact Period

HCDD would like to take this opportunity to remind applicants they are prohibited from contacting city officials regarding a pending application. Please refer to the notice below regarding contact with city officials.

Neither Proposer(s) nor any person acting on Proposer(s)'s behalf shall attempt to influence the outcome of the award by the offer, presentation or promise of gratuities, favors, or anything of value to any appointed or elected official or employee of the City, their families or staff members. All inquiries regarding the solicitation are to be directed to the designated City Representative identified on the first page of the solicitation.

With the exception of Proposer's formal response to the solicitation and written requests for clarification during the period officially designated for such purpose by the City Representative, neither Proposer(s) nor persons acting on their behalf shall communicate with any appointed or elected official or employee of the City, their families, or staff through written or oral means in an attempt to persuade or attempt to persuade or influence the outcome of the award or to obtain or deliver information intended to or which could reasonably result in an advantage to any Proposer from the time of issuance of the solicitation through the pre-award phase and up to the date the City Secretary publicly posts notice of any City Council agenda containing the applicable award.

However, nothing in this paragraph shall prevent a bidder from making public statements to the City Council convened for a regularly scheduled session after the official selection has been made and placed on the City Council agenda for action, or to a City Council committee convened to discuss a recommendation regarding the solicitation.

This Letter of Clarification will be considered part of the solicitation referenced on the first page of this document.

Furthermore, it is the responsibility of each PROPOSER to obtain any previous Letter(s) of Clarification associated with this solicitation.

A handwritten signature in blue ink that reads "Tywana L. Rhone". The signature is written in a cursive style with a large initial 'T'.

Tywana L. Rhone
Division Manager
Procurement Services Division
832.394.6204