



CITY OF HOUSTON

Finance Department
Strategic Procurement Division

John Whitmire

Mayor

Jedediah Greenfield
Chief Procurement Officer
P.O. Box 1562
Houston, Texas 77251-1562

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

March 10, 2025

SUBJECT: Letter of Clarification No. 1

REFERENCE: RFP No.: RFP-2025-0010 Multi-function Devices (MFD) and Managed Print Services

TO: All Prospective Respondents

This Letter of Clarification is issued for the following reason:

1. To remove the document titled RFP-2025-0010 Multi-function Devices (MFD) And Managed Print Services and replace it with the document titled **RFP-2025-0010 Multi-function Devices (MFD) and Managed Print Services REVISED 3-10-25.**

END OF LETTER OF CLARIFICATION NO. 1

When issued, Letter(s) of Clarification shall automatically become a part of the solicitation 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 Procurement Division and the applicable City Department(s). It is the responsibility of the respondent to ensure that it has obtained all such letter(s). By submitting a proposal on this project, respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into their proposals.

If you have any questions or if further clarification is needed regarding this solicitation, please contact Wesley White at wesley.white@houstontx.gov or 832.393.8008.

Sincerely,

DocuSigned by:

Jedediah Greenfield

for Jedediah Greenfield
Chief Procurement Officer

Council Members: Amy Peck Tarsha Jackson Abbie Kamin Carolyn Evans-Shabazz Fred Flickinger Tiffany D. Thomas Mary Nan Huffman
Mario Castillo Joaquin Martinez Edward Pollard Martha Castex-Tatum Julian Ramirez Willie Davis Twila Carter Letitia Plummer
Sallie Alcorn

Controller: Chris Hollins