



CITY OF HOUSTON

Housing & Community Development Department

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January 9, 2025

Subject: Letter of Clarification No.1
Multifamily Program Informal Procurement

Reference: Financial Advisor Professional Consultant

To all Prospective Proposers:

This Letter of Clarification is issued for the following reasons:

- To correct the email: HCD-Procurement@houstontx.gov
- To answer the following questions:

QUESTION	ANSWER
1. What is the objective of the City Council review described in the solicitation?	The City Council will review the information that the Housing and Community Development presents to determine if it will vote to approve a project.
2. Would the review process outlined in the solicitation come before or after an applicant submits the project to TDHCA?	The review can occur before, during or after the project is reviewed by TDHCA. The review occurs when the vendor submits the proposal to the City regardless of the status of the application with TDHCA.
3. Please add stateandlocal@bdo.com to the list of respondents to receive solicitation notifications	Information will be added to Housing and Community Development email list.
4. Please share the anticipated engagement start and end dates.	Possibly Late Quarter 1 2025 or Early 2 Quarter 2025

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

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

Tywana L. Rhone

Tywana L. Rhone
Division Manager
Finance-Procurement Services Division