

**DATE:** March 20, 2015

**SUBJECT:** Letter of Clarification No. 1

**REFERENCE:** Landscaping Maintenance Services

**TO:** All Prospective Bidders

This Letter of Clarification is issued in response to questions raised in the Pre-bid Meeting and other questions timely received by Houston First Corporation regarding the aforementioned project.

**Question:** What is Exhibit "B"? (See page 16, Section 5.5.)

**Answer:** Exhibit "B" is the Pricing Form that is submitted with the bidders' response.

**Question:** Is having an arborist on staff a requirement?

**Answer:** No, but the Contractor must have access to a Certified Arborist either on staff or some other association.

**Question:** Who is the current contractor?

**Answer:** Western Horticultural Services, L.P.

**Question:** Did the current contract reach maturity?

**Answer:** Yes, the current contract expires May 30, 2015

**Question:** Can you provide a list of the attendees at the pre-bid meeting?

**Answer:** Yes, the sign-in sheet is posted on our website.

**Question:** Can a subcontractor be changed after the contract starts?

**Answer:** Subcontract terms must be negotiated with the contractor directly, although we expect both parties to work together amicably to resolve any issues that may arise.

When issued, Letters of Clarification shall automatically become a part of the Best Value Invitation to Bid and shall supersede and previous specifications and/or provisions in conflict with the Letters of Clarification. Bidders are responsible for ensuring that they have obtained and such previous Letters associated with this solicitation. By submitting a bid on this project, bidder shall be deemed to have received all Letters of Clarification and to have incorporated them into the bid response.