



**DATE:** February 27, 2019  
**SUBJECT:** Room Change Notice (Pre-Proposal Meeting)  
**RE:** Parking Operations and Management Services RFP  
**TO:** All Prospective Proposers

Houston First Corporation (“HFC”) issues this Room Change Notice to inform all prospective proposers to the referenced Parking Operations and Managements Services RFP that the Pre-Proposal Meeting, originally scheduled to take place in Room 320 A at the George. R. Brown Convention Center, has been moved to the following location:

**George R. Brown Convention Center  
Room 310 A (Level 3)  
1001 Avenida de las Americas  
Houston, Texas 77010**

The date and time have not changed. The Pre-Proposal Meeting will take place on **February 27, 2019** beginning at approximately **11:00 a.m.** with an optional site tour to follow after the meeting.

As a reminder, although attendance at the conference is not mandatory, all prospective proposers are urged to be present

This Room Change Notice becomes a part of the RFP upon issuance and supersedes any previous RFP provisions in conflict therewith. By submitting their proposal, proposers are deemed to have received all such notices.