



DATE: October 31, 2017

SUBJECT: Room Change Notice (Pre-Submittal Conference)

RE: Recovery Architectural Services RFQ

TO: All Prospective Respondents

Houston First Corporation (“HFC”) issues this Room Change Notice/Letter of Clarification to inform all prospective respondents to the Recovery Architectural Services RFQ that the Pre-Proposal Conference, originally scheduled to take place at Partnership Tower Board Room, has been moved to the following location:

**George R. Brown Convention Center
Room 340 AB (Level 3)
1001 Avenida de las Americas
Houston, Texas 77010**

The date and time have not changed. The Pre-Proposal Conference will take place on **November 7, 2017** beginning after the Project site tour at approximately **3:30 p.m.**

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

This Room Change Notice/Letter of Clarification becomes a part of the RFQ upon issuance and supersedes any previous RFQ provisions in conflict therewith. By submitting their SOQ, Respondents are deemed to have received all such notices and to have incorporated them into their SOQ.