



CITY OF CONROE

Est. 1904

City of Conroe
PO Box 3066
Conroe, Texas 77305

ADDENDUM NO. 1
DATE ISSUED: 8/29/23

PROJECT NAME: RFP 0907-2023 Hotel and Convention Center Consulting Services

This revision shall be considered part of the contract documents for the above named project, and shall be incorporated integrally with the previously issued documents. Wherein provisions of the revisions differ from the provisions of the original documents and/or the provisions of previously issued addendum, the provisions of this revision shall govern and take precedence.

Q&A:

Question: In Exhibit A of the PROPOSAL # 0907-2023, the City of Conroe states that one of the objectives of the advisor is to *“Act in a fiduciary capacity to the CLGC, and advise the City of Conroe and CLGC as Necessary.* However, the scope of work is simply requesting that we review and/or prepare multi-year projections of financial operating performance for the hotel. The hotel itself is being operated by Hyatt who would logically have the fiduciary responsibility to the city. Thus, we are unclear why reference to the consultant as an advisor preparing financial projections makes mention of being a fiduciary. Please clarify and advise.

Response: To clarify, the CLGC/City of Conroe is looking for an independent third-party to consult and provide the requested service(s). The third-party consultant will act independently and advise the CLGC/City of Conroe. Independence is carrying out the work objectively without bias or partiality (to another party) and is essential to providing a fair assessment. In other words, the consultant will be working in the best interests of the CLGC/City of Conroe in a fair and unbiased manner, free of conflicts of interest.

By the signature affixed below, Addendum No. 1 is hereby incorporated into and made a part of the above referenced solicitation.

ACKNOWLEDGED: _____

Authorized Signature _____

Printed Name _____

Respondent/Contractor _____

Date _____

Kristina Colville _____

Kristina Colville, Purchasing manager