



REQUEST FOR PROPOSALS ADDENDUM

Request for Proposals Title:	Independent Hotel Management Services for the Inn at the Convention Center
Solicitation Number:	#17-29
Addendum Number:	3
Solicitation Coordinator:	Kelly Hartle, Procurement Services Coordinator
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Issue Date of this Addendum:	July 25, 2018

1.0 PURPOSE OF THIS ADDENDUM

The Portland Development Commission d/b/a Prosper Portland (“Prosper Portland”) is issuing this Addendum to the Request for Proposals named-above (the “RFP”) in order to maximize participation in this process due to an error in the original RFP.

2.0 REVISIONS TO THE RFP

- 2.1. Section 6.2.e (Mandatory Minimum Qualifications) is amended to read as follows:
Respondent must have at least one (1) hotel under management in Oregon ~~and~~ **or** Washington;
- 2.2 The deadline for receipt of proposals is extended to Monday, August 13, 2018, by 2pm PST. Vendors who have already submitted a proposal have the option to resubmit a revised proposal by the deadline or choose to let the current proposal stand. (Note: Prosper Portland does not have Saturday hours, and there is no one to accept proposals that day; please take this into consideration when shipping.)

3.0 GENERAL INSTRUCTIONS

This Addendum constitutes an integral part of the RFP and is to be read in conjunction with the RFP. Unless specifically changed by this Addendum, all other requirements and provisions of the RFP remain unchanged. Capitalized terms used in this Addendum without definition have the same meaning ascribed to those terms in the RFP. It is the responsibility of all Proposers to conform to this Addendum and modify their proposals accordingly.

END OF THIS ADDENDUM