



MARCH 30, 2017

Re: 17RFP030117-DRR, FOOD TRUCK EVENT PLANNER

Dear Respondent(s):

Attached is one (1) copy of Addendum 1, hereby made a part of the above referenced 17RFP030117-DRR, FOOD TRUCK EVENT PLANNER.

Except as provided herein, all terms and conditions in the 17RFP030117-DRR referenced above remain unchanged and in full force and effect.

Sincerely,

Donald R. Riley

**Donald R. Riley, CPPB
Purchasing Specialist**

17RFP030117-DRR, FOOD TRUCK EVENT PLANNER
Addendum No. 1
Page Two

This Addendum forms a part of the contract documents and modifies the original RFQ documents as noted below:

Attached hereto are responses to questions submitted in reference to the above quotation document.

Except as provided herein, all terms and conditions in the bid referenced above remain unchanged and in full force and effect.

Failure to return a signed copy of this addendum could render your bid non-responsive.

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Finance Department - Purchasing Division, City of Stockbridge, 4640 Henry Boulevard, Stockbridge, Georgia 30281 by the quote due date and time **April 5, 2017 before 12:00 P.M. (NOON) E.S.T.**

This is to acknowledge receipt of Addendum No. 1, _____ day of _____, 2017.

Legal Name of Bidder

Signature of Authorized Representative

Title

Questions regarding 17ITB030117-DRR, FOOD TRUCK EVENT PLANNER:

1. Will the selected Contractor be responsible for acquiring vendors outside of the 10-12 food trucks? OR will the city be in charge of providing any additional vendors? (i.e.: informational stands, etc.) -

Response: The City will be responsible for all the other non-food truck vendors.

2. If the contractor IS allowed acquire additional vendors outside of the food trucks, the city would be looking to receive revenues from these vendors, correct?

Response: Yes. If the contractor brings in additional vendors, the City will receive a percentage of the revenue agreed upon and included in the contract

3. Just for clarification, will Cart vendors be allowed? (Like the pushable ice cream stands, or frozen ice stands.)

Response: Yes but Stockbridge based business that sell ice cream and/or Italian ice will be given first right of refusal.

4. Is there a need for a complete stage and production set-up to go along with the DJ? Or will a DJ tent, or DJ Booth satisfy the City needs and expectations?

Response: The City is open to both options.

5. Is the City looking to have any Acts perform during these events? (Kids Music, Jazz, Pop, R&B, Country, etc.) Or will the DJ serve as the primary source of musical entertainment?

Response: The City is open to both options.

6. Should the selected vendor be prepared to provide security for these events, or will the Henry Co. Police Dept. be present at the events?

Response: Yes. This is the responsibility of the selected contractor.

7. Will the "selected Contractor" be given access to some of the Previous Food Truck Participants contact information? More-so the Food Trucks that the city would like to see come back.

Response: The City has limited contact information for past food truck vendors. If the City has preferred food vendors that the contractor does not have information, we will provide that information to the contractor.

8. As far as marketing, are these events mainly targeting citizens within Stockbridge, or would the city like to have as many people as possible from the surrounding areas as well?

Response: Marketing within the City limits is a must and the City would like to be marketed throughout Henry County.