

**Project:** Sound and Stage Production and  
Equipment Rental Services

**Date:** Friday, January 24, 2020

**RE:** Addendum 1

**# of Pages:** 2

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The following revisions and/or clarifications are to be made to the RFP for Sound and Stage Production and Equipment Rental Services. They are a result of discussion at the pre-proposal conference held on January 17, 2020 and questions received by 4:00 p.m on Tuesday, January 21, 2020.

**Questions:** (answers to all question are shown in italics immediately after the question)

1. Can you provide a copy of last year's schedule?  
*The calendar can be found on BPCA's website here:  
<https://bpca.ny.gov/wp-content/uploads/2019/04/2019-BPC-Parks-Summer-Calendar.pdf>*
2. Can the production level be notated for each event/show/date?  
*Level B: Strings on Hudson- 8/22 – Belvedere Plaza  
Level C: Family Dance - 6/1, 7/27, 8/24 – Esplanade Plaza  
Level D: River & Blues – 7/11, 7/18, 7/25, 8/1 – Wagner Park  
There were no Level A events in 2019. Please provide a quote for each level based on the information provided in the Scope of Work.*
3. What are the venues involved?  
*Wagner Park, Esplanade Plaza and/or Rockefeller Park will be the locations for Levels C and D events. Other spaces such as the Irish Hunger Memorial, Belvedere Plaza, or 6 River Terrace could be locations for levels A and B.  
Information on each venue can be found on our website here:  
<https://bpca.ny.gov/places/museums-memorials/>*
4. What are the access issues at each location?
  - *Low hanging tree branches must be avoided while entering Wagner Park and Rockefeller Park as to not to break them off.*
  - *The entry points and paths at Wagner Park and Rockefeller Park present tight corners and turns for which careful and slow driving will be necessary.*
  - *The vehicles will have to back into the entry points and drive in reverse up until where the stage needs to be placed. There is not enough space for a vehicle to turn around to get back out. This applies to Wagner Park and Rockefeller Park. At Esplanade Plaza the vehicles will have enough space to turn around and drive back out.*
  - *Cases/ hand carts cannot be rolled on any grassy surface. At Wagner Park and Rockefeller Park everything can be rolled around the grass and down the ramps.*
  - *Be mindful of pedestrians at all times and all locations.*
5. What is electric service available at each location?  
*Wagner Park has a 3phase 100amp service. For Esplanade Plaza, Rockefeller Park and other locations we provide a generator and stage plug-ins via bare end tails.*
6. Which venues have a 3phase 100amp service available?  
*Wagner Park*

7. In reference to the banners, is there one set of banners that will be used for all the events or will there be a different set of banners used at each event?

*We will use two (2) sets of banners throughout the season. Please provide a quote for one (1) full set.*

8. Also in reference to the banners, will any other smaller banners be used at the events not utilizing the portable stage?

*No.*

9. We do not use subcontractors. We are not a minority or woman-owned business. We will be submitting our own contract form and such will not include any information regarding section IV b (participation of MBE/WBE/SDVOB), Vc3 and all of Exhibit B. That being said will you still accept our bid?

*Pursuant to 5 NYCRR Section 142.6, we will review all bids that are submitted, however, if chosen as the successful bidder initially, a utilization plan that does not meet the goals can only be accepted if:*

- a) a contractor submits a utilization plan which only partially satisfies the contract goals set forth in the solicitation, but is supported by the contractor's documented good faith efforts to submit a utilization plan as requested;*
- b) the contractor is a joint venture, teaming agreement, or other similar arrangement, with a certified minority- or women-owned business enterprise whose value added or participation is equal to the percentage of the contract goals set forth in the solicitation; or*
- c) the contractor submits a mentor-protégé agreement acceptable to the agency, which does not meet the goals set forth in the solicitation, but reflects an investment by the mentor in the protégé roughly equal to the difference between the contract goals set forth in the solicitation and the percentage of value added participation provided by the protégé.*

*Absent the above, a deficient utilization plan that is not remedied (or absent altogether) may be grounds for disqualification of a vendor for non-responsiveness.*

*In addition, your contract form will be subject to review and revision by our legal department. Insurance requirements are non-negotiable.*

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By signing the line below, I am acknowledging that all two (2) pages of the addendum have been received reviewed and understood, and will be incorporated into the bid price submitted. This document must be attached to the proposal for consideration.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Number of pages received: \_\_\_\_\_ <fill in>

Distributed to: All present and all prospective Proposers.