

**TOWN OF TRUMBULL,
CONNECTICUT REQUEST FOR
PROPOSAL
2019 TRUMBULL DAY (CARNIVAL)**

RFP # 6315 DUE: ~~OCTOBER 30, 2018~~

November 15, 2018 @ 3pm

Addendum #1 Dated 10-29-2018

This addendum is issued to answers any questions and contact info

- 1- Will the Event be a Free admission in 2019 on all days? **Not determined but admission will be minimal if imposed.**
- 2-What is a rain out/ define a rainout? **Bad weather as determined by TD committee with input from Venders**
- 3- Terms of Agreement page has several conflicts: **A =start time 6:30 pm ---B Delivery is = Delivery/Setup: Monday June 24, 2019 thru Wednesday, June 26, 2019**
Breakdown will be Monday July 1, 2019 and must be off grounds by 6 pm.
- 4- Is it possible in Negotiation to have a 3rd operational date? Thursday? **Additional day is not contemplated, and not expected (unlikely to be approved). Include a proposal as additional!**
- 5- Games - not all would be in a trailer, and a final listing could vary by the time June arrives. There is no place on the bid sheet for Proposed Gross Revenue. **Games offer would be flat rent - not on a gross basis**
- 6- Food Concession Trailers - we travel with 4-5 food operators who have 6-8 locations, is there an agreed payment method for allowing those concessions. **Committee expectation is no more than 3 vendors and same amount of locations. Make a proposal if more are desired.**
- 7- Item 14 calls for a penalty. Is there any clarification of what the penalty is? **TBD on final contract negotiations**

BID opening was ~~October 30, 2018~~ that has been changed to New Bid opening date will be November 15, 2018 at 3:00PM

**SPECIFICATIONS, REQUIREMENTS AND TERMS TO
BIDDERS**

The Town may award a contract based solely upon the merits of the initial proposal, without an oral commentary by the proposers. In light of this possibility, proposers should present the most favorable price and service available. The Town may require an oral presentation from a short list of the top two or three proposers to make a final selection. If necessary, this presentation will be scheduled after the closing date and prior to the award of the contract. The Town reserves the right to reject any or all proposals received and to waive any informality or technicality in any proposal in the interest of the Town.

TERMS OF THE CONTRACT

The agreement will be in accordance with requirements set forth in the Terms of Agreement of this RFP.

- The proposed term of this agreement is for Two (2) days of operation: **Friday, June 28, 2018 from 6:30 PM to 10:30 PM**
Saturday, June 29, 2018, 1:30 pm to 10:30 PM
- ~~Delivery/Set up: Wednesday, June 27, 2018 – Thursday, June 28, 2018~~
Delivery/Set up: Monday June 24, 2019 thru Wednesday, June 26, 2019
- ~~Breakdown/Removal: Sunday, July 1, 2018 must be done and off grounds by 6pm~~
Breakdown will be Monday July 1, 2019 and must be off grounds by 6 pm.
- The TRUMBULL DAY CARNIVAL schedule is Friday evening June 28, 2019 from **6: 30pm -10:30 pm** and Saturday, June 29, 2019 from 1:30 pm to 10:30 pm. The event will be held at Trumbull High School, 72 Strobel Rd, Trumbull, CT 06611. No Rain date for Friday only- If we have a Rainout only on Saturday June 29, 2019 The Rain date will be Sunday June 30, 2019 from 1:30 pm to 10:30pm. If we have a rainout, Friday AND Saturday rain date will be Sunday June 30, 2019 from 1:30-10:30 pm.
- **Delivery/Set up: Monday June 24, 2019 thru Wednesday, June 26, 2019**
- **Breakdown will be Monday July 1, 2019 and must be off grounds by 6 pm.**
- **If a rain date happens, Breakdown will be Tuesday July 2, 2019 and must be off grounds by 6 pm.**

All provisions of the agreement must be in compliance with established State and Local laws and ordinances of the State of Connecticut.

All Inquiries of a technical nature may be directed to Kathy McGannon [\(kmcgannon@trumbull-ct.gov\)](mailto:kmcgannon@trumbull-ct.gov) **(203-452-5001)** or all other questions may be directed to the Kevin Bova, Purchasing Agent kbova@trumbull-ct.gov or (203.452.5042) The Town reserves the right to communicate with any or all of the Proposers to clarify the provisions of this request; the Town further reserves the right to request additional information from any proposer at any time after proposals are opened. Additionally, after proposals are received, the Town reserves the right to communicate with any or all of the bidders to clarify the provisions of Proposals. The Town further reserves the right to request additional information from any bidder at any time after proposals are opened.

[END of Addendum 1 BID 6315](#)