

April 5, 2016

ADDENDUM #1

NOTICE TO ALL BIDDERS FOR CITY OF WINCHESTER

RFP #201443 Special Events Promoter

This Addendum forms a part of the Contract Documents and modifies the original bidding documents for RFP #201443 dated March 8, 2016. Bidders shall acknowledge receipt of the Addendum in the space provided on the Bid Form and return a signed copy with your bid.

This Addendum consists of 1 total page. The following information shall clarify the Contract Documents:

Questions and Answers:

Question 1.

I am wondering if all costs of events (musical acts, stage, light and sound setups, horse and buggy rentals, etc...) billed through the contractor, or does the town of Winchester pay some invoices directly to these talent and other support services?

Answer 1.

The City will not pay the vendors for the event services and talent directly. The Contractor shall periodically submit Contractor invoices, for said services.

This Addendum must be signed and returned to the Finance Department – Purchasing Division, 1st Floor Rouss City Hall, 15 North Cameron Street, Winchester, VA 22601 by **2:00 p.m. local time on April 11, 2016** with your proposal.

Receipt of Addendum #1 to Request for Proposal #201443 is acknowledged by my signature below:

Company Name: _____

Authorized Representative: _____

Address: _____

Telephone: _____ FAX: _____