

RFP ADDENDUM
RFP-18 Rev. 11/17/16
Prev. Rev. 3/13/14

STATE OF CONNECTICUT
DEPARTMENT OF ADMINISTRATIVE SERVICES

Lynn Peccerillo-Hills
Contract Specialist

PROCUREMENT DIVISION
450 Columbus Boulevard, Hartford, CT 06103

860-713-5255
Telephone Number

RFP NO.: 19PSX0168
Proposal Due Date: 9 October 2019
Date Addendum Issued: 26 September 2019

PLEASE NOTE:
This document has been marked as "Returnable". Electronic submittal of this document indicates that your company has read and accepted any modifications to the RFP that are contained in this Addendum.

RFP ADDENDUM #1

DESCRIPTION: Catering Services for Harkness Memorial
FOR: Department of Energy and Environmental Protection

PROPOSERS NOTE: Addendum is being issued to:

1. Change proposal due date to October 9, 2019 at 2:00 pm Eastern Time.
2. Post answers to questions received.
3. Post revisions to the RFP document.
4. Post Mandatory – Pre-proposal Meeting and Site Visit Attendance Sheet.

1. **Question:** Hello I' reading the e-regulations for the RFP section 23-4-17 section a states Harkness has a list, section b states client renting pavilion can choose any caterer as long as approved 120 days in advance. Is this true? Will the wording on this be changed in the future?

Answer: This section does not apply to events held at Harkness.

2. **Question:** Below are questions in reference to Attachment 1 draft contract:

- Can you assure me that #5, pge 5, Rejected Items/Abandonment through #24 Force Majeure does not apply to us
- Does #25 Advertising apply?
- I would think that #26 and #27 DO apply, am I correct?
- Does #33, # 34, #35 apply at all?
- Cannot imagine that #44 applies, correct?
- Wonder if #47 through # 56 apply to caterers?
- For # 59, do we need to just document how secure our system is, with respect to confidentiality with employee and financial records?
- # 60 and 61 seem to be not applicable, correct?
- Please confirm that signature page (29) is only to be signed upon award of contract.

Answer: Attachment 1 to this RFP is a draft contract and it is included in this RFP for informational purposes only in order to show some contract provisions that the State of Connecticut requires. It is not intended to, and will

not, be the specific contract that the State and the successful vendor(s) will sign. After DAS selects a vendor, DAS will deliver a draft contract to the vendor for consideration and negotiation. The contract that DAS and the successful vendor will sign may vary from Attachment 1. The contract may include a liquidated damages clause at the discretion of the State.

3. **Question:** Can you please clarify what is needed in Exhibit B/Price Schedule ... I know this question came up, but want to be clear.

Answer: *Please need to upload Exhibit B with their proposals.*

4. **Question:** I am still questioning the necessity for insurance certificates to be delivered 90 days before an event, as we have always filed it annually. Since we have so many events there running from April through November, do we have to do this???

Answer: *This provision has been updated to annually. See revised RFP document*

5. **Question:** On the actual RFP, pge 9, section of Energy Star Provision....does that relate to us caterers?

Answer: *Yes*

6. **Question:** I just wish to be sure that by submitting our example menus that we do not need to provide pricing and this segment may list as redacted. Similarly, if we are presenting similar contracts at other venues we are not required to include sales volume in dollars. My understanding was that these details were not to be included and just referred to as redacted.

Answer: *Please refer to the RFP submittal requirements.*

STATE OF CONNECTICUT
 DEPARTMENT OF ADMINISTRATIVE SERVICES
 PROCUREMENT DIVISION
 165 Capitol Avenue, Room 5th Floor South
 HARTFORD, CT 06106-1659

RFP NO.:
 19PSX0168
 RFP Due Date:
 2 October 2019

860-713-5255
 Telephone Number

ATTENDANCE SHEET FOR MEETING and SITE INSPECTION

DESCRIPTION: CATERING SERVICES FOR HARKNESS MEMORIAL STATE PARK

FOR: Department of Energy and Environmental Protection
 LOCATION: Harkness State Park Building Main Entrance, 275 Great Neck Road, Waterford, CT 06385
 DATE & TIME: 20 September 2019 at 12:30 pm Eastern Time

PLEASE PRINT:

PROPOSER'S REPRESENTATIVE	REPRESENTING	E-MAIL ADDRESS	TELEPHONE	FAX#
1 CHRISTINE DICKERSON	CLOUD NINE	INFO@CLOUDNINECATERING.NET	(860) 388-9909	
2 <i>Linda Sample</i>	<i>ATTYNE TO COOK</i>	<i>Linda@attynetocook.com</i>	<i>860-857-5732</i>	<i>860-860-6965</i>
3 Anna Lathrop	Gourmet Galley	anna@gourmet-galley.com	860 415-9589	
4 Gina Barber	Gourmet Galley	gina@gourmet-galley.com	860 415-9589	
5 Chris Barken	Culinary Concepts	chris@culinary-concepts.com	203-640-2597	
6 Debra White Palmer	Oldfunds Catering	white.debra.a@ofcuisine.com	860-887-6865	
7 Christina Holmes	Lacuisine	christina@lacuisine.net	860-887-6865 415-794-9550	
8 My Mellon	Frys Simply Homemade	info@frys-catering.com	860 442 8646	
9 Karen Burdelli	Frys Simply Homemade	karann@frys-catering.com	860 442 8646	

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PROPOSER'S REPRESENTATIVE	REPRESENTING	E-MAIL ADDRESS	TELEPHONE	FAX#
10 Sophia Dunn	Ivy's Simply Homemade	sophia@ivys-catering.com	(860) 442-8646	800-572-1111
11 Kimberly Aubin	Coastal Gourmet Catering	kaubin@coastalgourmet.com		
12 Steven Loustemanche	Olde Tymes	Steve.chefchef888@gmail.com	860-861-2424	
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