

G6080 – BLUES BBQ EVENT PRODUCTION SERVICES RFP

RFP QUESTIONS AND ANSWERS

December 20, 2021

Questions are presented below in **bold**, with answers from the Trust below each question.

1. Question: What is the desired capacity?

Answer: The Trust estimates approximately 6,000 people, however, capacity will be determined by TPA based on final site plan.

2. Question: What is the due date, when will questions/answers be posted?

Answer: The due date for the Blues BBQ Event Production Services RFP is Thursday, January 6, 2022 at 5:00 PM EST. Due date for all questions was Wednesday, December 15, 2021 and answers will be posted Monday, December 20, 2021.

3. Question: Can my information be shared as subcontractor for video services?

Answer: Firms interested in serving as subcontractors to other proposals should work directly with other teams to submit joint proposals.

4. Question: Where can I find the RFP file?

Answer: The RFP document can be found at the Hudson River Park website, under bids and business opportunities. The link is:

<https://hudsonriverpark.org/app/uploads/2021/11/Blues-BBQ-RFP-2022-Final-11.24.2021.pdf>

5. Question: The RFP states that we are to “provide and coordinate the fulfillment of any Talent contract riders agreed to, including travel and technical requirements, and on-site hospitality.” Is there a separate talent budget? If so, who manages those expenses?

Answer: The producer is responsible for contracting with talent and managing all associated expenses; there is no separate talent budget.

- 6. Question: Is there an incumbent for these services? If so, who are they and what are the terms of the contract? If not, did you complete this work in-house and what was the budget?**

Answer: In past years, Hudson River Park Trust has contracted with a vendor to provide event production services for the Blues BBQ Festival. The vendor is no longer available, so the contract will be awarded to a new vendor pursuant to this RFP. The contract used with the vendor in the past is substantially similar to the contract draft included in Exhibit 7 of the RFP.

- 7. Question: What are the media time frame expectations, i.e. campaign waves, key dates based on CDTA plans, history and operational developments?**

Answer: Hudson River Park Trust is responsible for all media associated with marketing and promoting the event. This is not within the scope of this contract.

- 8. Question: How can we secure a copy of the past year's budget? It helps if we know what the budget was for talent, permits, licensed blueprints, etc.**

Answer: Due to COVID-19, the Blues BBQ was not held in 2020 and a virtual event was held in 2021, therefore a recent budget is not available that would be comparable to the 2022 event (which is at a new location at Pier 76).

- 9. Question: Are items on list restricted to the brand name rather than use of similar items of same quality and build? E.g. Losberger tents are only available from a select few suppliers which limits who the sub contractors will be.**

Answer: No; items on the list are not restricted to the brand name. Items may be of similar quality and build, from a different brand.

- 10. Question: What is the venue availability period for set and strike?**

Answer: Venue can be made available for load in starting as early as August 11. Strike is to be complete by noon, August 15. Producer is responsible for overnight security when materials are on site.

- 11. Question: What is the model of mobile stage that is being provided and can lighting and AV be flown from it?**

Answer: Mobile stage, lighting and AV are all to be supplied by Producer.

12. Question: Has concrete or water barrel ballasts for tents been used in the past?

Answer: Yes.

13. Question: Are sidewalls needed for sidewalls?

Answer: No.

14. Question: Are barriers erected around the perimeter of the pier for safety, and is that something the Trusts takes care of in addition to day of security, portolets, trash removal and receptacles?

Answer: Up to two hundred and fifty (250) metal barricades and covers can be supplied by the Trust for Producer's use. Producer is responsible for submitting a barricade safety plan, setting and covering barricades, as well as stiking and uncovering all barricades used for the Event. The Trust handles transport of the barricades to and from the Event site.

15. Question: Although the event is free and open to the public, is there a registration process to insure crowd control and address potential Covid mass spreader concerns?

Answer: Yes – Producer is responsible for developing and implementing the registration and check-in process.

16. Question: What types of alcohol have been approved, and has been sold at concession?

Answer: At previous Events, beer and wine have been sold at concession and spirits have been sampled.

17. Question: The food concessionaires retain 100% of take? Can they include mobile units?

Answer: Yes, the food concessionaires retain 100% of their sales and they can include mobile units. Preference is for restaurants to be set up as traditional on site cooking allows; the public has come to expect this from previous Events.