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Manager of Purchasing

Elaine Castellan
Purchasing Supervisor

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TELEPHONE NUMBER

ADDENDUM NO. 4
CONSULTING SERVICES – RIVERFRONT FESTIVAL PLAZA IMPROVEMENTS
RFP NO. 47-20

June 26, 2020

This addendum amends and forms part of the Proposal Documents. The Proponent shall insert the addendum behind the cover page of the Proposal Documents.

QUESTIONS & ANSWERS:

1. What is the intended future programming and occupancy of the site? Is there a maximum and minimum event size (capacity) that would be expected? Are multi-stage festivals a desire for simultaneous performance? Circus tent style indoor entertainment?

The intended future programming and occupancy of the plaza is for concerts and a variety of special events and festivals. The concert area will accommodate approximately 2,500 to 3,000 people standing and approximately 1,800 seated.

2. To what extent is the current stage house to be considered part of the renovation? Are technical upgrades with permanent performance infrastructure and equipment intended? Is the architecture of the stage house fixed and considered fit for future purpose?

The new site design will require some modifications to the existing stage structure and associated front-of-house facilities, as outlined in section 5.2.5 of Landmark's Functional Design Report. The physical location of the stage building is fixed. Consideration shall be given to adding unique features to the stage building to provide aesthetic enhancements for unison with the other new site features.

3. What is the current state of backstage facilities and performer support? Is this a desired program element for upgrades?

No. The stage and facilities currently accommodate all required performances.

4. Is the audience canopy a required element of the design? Is the specification and design included in the RFP materials considered fixed, or can alternate approaches be considered?

Yes, the option for a permanent canopy structure adjacent to the existing stage building is a required element of the design. A functional design package was prepared by Span Systems Inc. for a large single-arch Concert Area Canopy and is included as appendices to the Functional Design Report, however alternative design approaches will be considered.

Except for the contents of this addendum, all other terms and conditions of this proposal remain the same.

END OF ADDENDUM NO. 4

Yours truly,

THE CORPORATION OF THE CITY OF WINDSOR

Elaine Castellan

Elaine Castellan
Purchasing Supervisor

EC/sf

**ADDENDUM NO. 4
CONSULTING SERVICES – RIVERFRONT FESTIVAL PLAZA IMPROVEMENTS
RFP NO. 47-20**

June 26, 2020

I hereby acknowledge receipt of Addendum No. 4 to the Proposal No. 47-20 (3 pages).

The information contained therein is hereby noted and account of same will be taken in our proposal cost.

This information was received on the _____ day of _____, 20_____.

Signature

Name (Printed)

Company Name

***NOTE: You are required to acknowledge this addendum with your proposal submission.**

**PLEASE FAX BACK TO (519) 255-9891 OR E-MAIL @ purchasing@citywindsor.ca SIGNED
ACKNOWLEDGEMENT SHEET ASAP**

Attn: Purchasing Department