



CITY OF TORRINGTON

Addendum # 1

ADDENDUM 1 HAS BEEN ISSUED FOR CLARIFICATION REQUIREMENTS, BUDGET INFORMATION AND MAPS FOR THE LOCATIONS OF MSMP

RFEI # MMC-039-111914 MAIN STREET MARKET PLACE COORDINATOR

Bid opening date: November 19, 2014 Time: 10:00 A.M. Location: City Hall, 140 Main St., Room 206, Torrington, CT

Submit signed addenda with bid.

The City of Torrington reserves the right to accept or reject any or all bids or any portion thereof, to waive technicalities, and to award the contract as will best serve the public interest.

Dated in Torrington: November 7, 2014 Purchasing Agent _____
Pennie Zucco

Bid Submitted By: _____
Signature

Name of Company _____

Address: _____
Title

Date _____

EXPARTE COMMUNICATION: Please note that to insure the proper and fair evaluation of a bid, the City of Torrington prohibits exparte communication (i.e., unsolicited) initiated by the Bidder to a City Official or Employee evaluating or considering the bids prior to the time a bid decision has been made. Communication between Bidder and the City will be directed in writing to the Purchasing Agent. The Purchasing Agent will obtain the information or clarification needed. Exparte communication may be grounds for disqualifying the offending Bidder from consideration or award of the bid and repeat offenders may be disqualified from future bids.

NON-COLLUSION STATEMENTS: In order for bids to be considered, a non-collusive statement must be submitted with the bid. A sample non-collusive bid statement is attached. Bidders may elect to submit their own notarized non-collusion statement. **NOTE:** Documents must be signed before and sealed by a Notary Public. Only documents bearing a notary seal will be accepted.

The awarded contractor will be responsible for the funding of this event which is provided solely by revenue of vendors and sponsorships. The awarded contractor taking over the event will be required to fundraise and solicit sponsorships or provide their own working capital.

Deadline for questions is Wednesday, November 12, 2014 by 2:00 P.M. Addendum(s) will be posted on the City's website. To download the required forms, go to the City's website at: www.torringtonct.org, Under the Purchasing Department. Signed Addendum(s) must be submitted with bid. Calls regarding this bid to any City Hall employee, ACT Commissioner or local officials are in violation of the exparte communication regulation of this bid.

Bid # _____

NON-COLLUSION AFFIDAVIT

STATE OF _____ COUNTY OF _____

I, _____, being first duly sworn, deposes and says that:

1. I am _____ of _____, the bidder that has submitted the attached request for proposal for _____;
2. I am fully informed respecting the preparation and contents of the attached RFP and of all pertinent circumstances respecting such bid;
3. Such Bid is genuine and is not a collusive or sham Bid;
4. Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Torrington or any person interested in the proposed Bid; and
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Printed) _____

(Signed) _____

(Title) _____

Subscribed and sworn to before this _____ day of _____, 20_____.

Notary Public Printed

Notary Public Signature

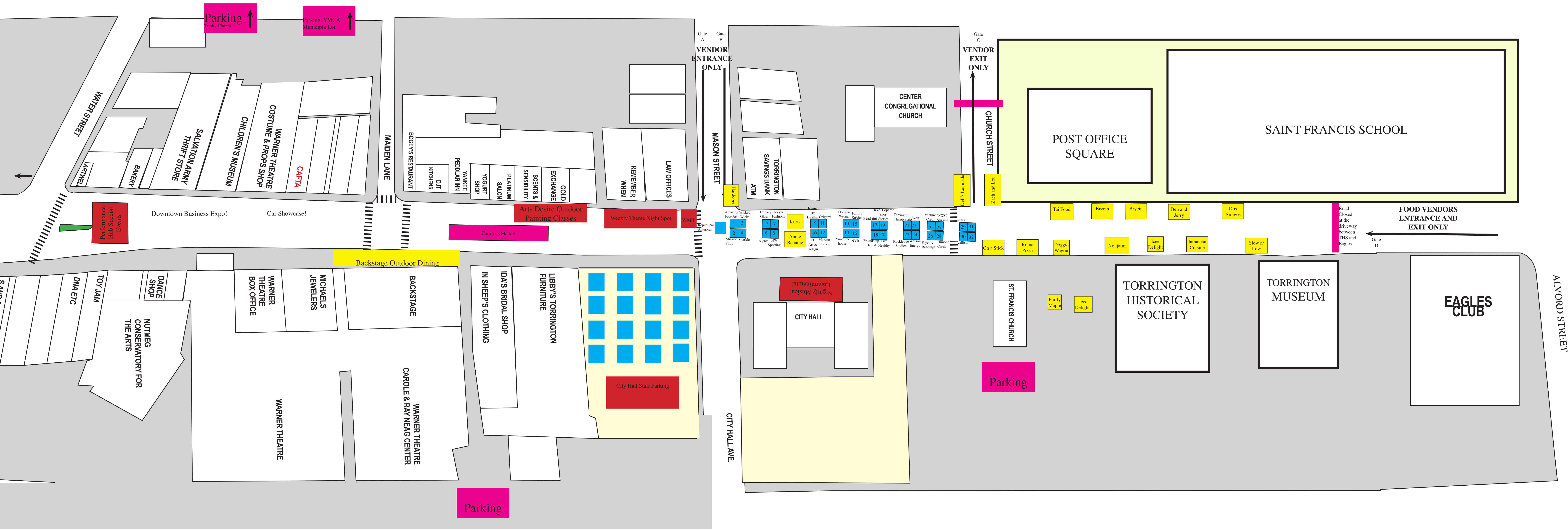
My commission expires _____

(Notary Seal)

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| 2014 MSMP Total Expenses | |
|---------------------------------|--------------------|
| Police | \$9,905.39 |
| Media | \$3,100.34 |
| Theme Night | \$400.00 |
| Set-Up | \$8,000.00 |
| Entertainment | \$4,250.00 |
| Misc Expenses: POD, Supplies | \$1,142.88 |
| Total: | \$26,798.61 |

| 2014 MSMP Total Revenue | |
|--------------------------------|--------------------|
| Vendor Fee's | \$15,435.00 |
| Sponsorships | \$6,000.00 |
| 2013 Remaining Balance | \$6,365.00 |
| Total: | \$27,800.00 |



Parking
Brutty Church

Parking: YMCA
Municipal Lot

Gate A
Gate B
VENDOR
ENTRANCE
ONLY

Gate C
VENDOR
EXIT
ONLY

ROAD CLOSED
at the
driveway
between
THS and
Eagles

Gate D

FOOD VENDORS
ENTRANCE AND
EXIT ONLY

- | | | | | | | | | |
|-------------------------|-------------------|-----------------------------|---------------------------------|-----------------------|--------------------|--------------------------|-------------------|------------------|
| Amazing Wicked Face Art | Wicked | Chissy Joc's Glass Fashions | Maia By Heather O'Riaini | Douglas family Werner | Dave Lapardo Short | Torrington Charcoal-Avon | Venture NCCC Crew | Library |
| 1 | 3 | 5 | 7 | 9 | 11 | 13 | 15 | 17 |
| 2 | 4 | 6 | 8 | 10 | 12 | 14 | 16 | 18 |
| Mission Spindle Shop | Alphy NW Sporting | Annie Bananie | J. Mansott Art & Studios Design | Princess NYR house | Friendship Live | Rockledge Studios | Westcott Energy | Diamond Readings |
| 29 | 31 | 30 | 32 | | | | | |

- Tai Food
- Brycin
- Brycin
- Ben and Jerry
- Dos Amigos
- On a Stick
- Roma Pizza
- Doggie Wagon
- Noujaim
- Icee Delights
- Jamaican Cuisine
- Slow n' Low

- ST. FRANCIS CHURCH
- Fluffy Maple
- Icee Delights
- TORRINGTON HISTORICAL SOCIETY
- TORRINGTON MUSEUM
- EAGLES CLUB

- Nightly Musical Entertainment!
- CITY HALL
- ST. FRANCIS CHURCH

Backstage Outdoor Dining

- LIBBY'S TORRINGTON FURNITURE
- IDA'S BRIDAL SHOP
- IN SHEEP'S CLOTHING
- WARNER THEATRE CAROLE & RAY NEAG CENTER

- BACKSTAGE
- MICHAELS JEWELERS
- WARNER THEATRE BOX OFFICE
- WARNER THEATRE

- CONSERVATORY FOR THE ARTS
- DANCE SHOP
- TOY JAM
- DNA ETC

Downtown Business Expo!
Car Showcase!

Arts Desire Outdoor Painting Classes

Weekly Theme Night Spot

Farmee's Market

City Hall Staff Parking

Parking

Parking

Parking
Brutty Church

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