



ADDENDUM NO. 1 RFP NO. 468-2004

OPERATION OF THE ASSINIBOINE PARK CONSERVATORY RESTAURANT

URGENT

**PLEASE FORWARD THIS DOCUMENT TO
WHOEVER IS IN POSSESSION OF THE
REQUEST FOR PROPOSAL**

ISSUED: February 8, 2005
BY: Debbie Shkolny /ds
TELEPHONE NO. (204) 986-2249

**THIS ADDENDUM SHALL BE INCORPORATED
INTO THE REQUEST FOR PROPOSAL AND
SHALL FORM A PART OF THE CONTRACT
DOCUMENTS**

Template Version: Ar20041223

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Request for Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 9 of Form A: Proposal may render your Proposal non-responsive.

The following are the questions and responses from the Site Investigations held Friday January 28, 2005 and Friday February 4, 2005.

Q1. Will the City assume responsibility for the maintenance of fire extinguishers and related equipment?

A1. Yes.

Q2. Who is responsible for installing the old tabletops back onto the bases?

A2. The current contractor.

Q3. Will the Restaurant and equipment be cleaned before the start of the new Contract?

A3. Yes.

Q4. Will the City repaint the restaurant area or allow the new Contractor to do so?

A4. The City has no plans to do so in the immediate future. In accordance with **E3.1 (v)** the Contractor shall: *"not alter, add to or in any way vary the Conservatory Restaurant or furniture, fixture or equipment therein or make any installation without the express written consent of the Contract Administrator."*

Q5. Can the Contractor play their own choice of music and at a volume of their choosing?

A5. Yes, however in accordance with **E3.1 (x)**, the Contractor *"shall not permit unlawful, hazardous, loud or otherwise disruptive activities in the Conservatory."*

Q6. What are the actual summer and winter opening hours of the Conservatory?

A6. Further to **E5.1**, the Conservatory is open from 9:00 a.m. to 8:30 p.m. from April 11th, 2005 to September 5th, 2005. The Conservatory is open from 9:00 a.m. to 4:30 p.m. from September 6th, 2005 to April 11th,

2006, however, commencing approximately Monday, November 28th, 2005 the Conservatory will be open until 8:00 p.m. every evening until Monday, January 9th, 2006 during the annual Festival of Lights and Trees. In future years, the hours open may fluctuate.

Q7. Are the cash registers provided by the City?

A7. No.

Q8. Will the City assume the cost of the associated business tax?

A8. No.

Q9. What is the formal seating capacity as per fire code?

A9. 140 people.

Q10. Does the stereo sound system remain?

A10. No, as it is the property of the present contractor.

Q11. Will the espresso coffee machine remain?

A11. No, as it is the property of the present contractor.

Q12. Will the outdoor patio tables and chairs be made available to a new Contractor?

A12. The existing outdoor patio and chairs are the property of The Friends of the Assiniboine Park Conservatory. The successful Bidder may negotiate the use of these furnishings with that organization.

Q13. What is the square footage of the area under Contract?

A13. The area of the Conservatory Restaurant is 7012 square feet and the outdoor patio area is 3450 square feet.

Q14. Will the City purchase or obtain any additional dishes, cutlery, smallwares and/or purchase additional parts for appliances at no charge to the successful Bidder?

A14. All inventory supplied by the City is listed within Table A – Inventory.

Q15. Will the grill be cleaned at no cost to the successful Bidder?

A15. All equipment will be cleaned before the new Contract comes into effect.

Q16. Will the deadline for the RFP be extended?

A16. No.

Q17. Is the Assiniboine Park open 24 hours a day?

A17. Yes.

Q18. Does the Conservatory have banquet areas for rent and, if so, what are the rates?

A18. The Conservatory Foyer, the Palm House, and the Floral Display Area are available for rental at a current charge of \$392.69 (which includes taxes and security) for after-hour events.

Q19. Can the successful Bidder install vending machines within the Conservatory?

A19. No.

Q20. Would the Conservatory Restaurant remain open in the event of a Civic worker strike?

A20. The Restaurant is only required to be open whenever the Conservatory is open to the general public.

Q21. Can the general public or Civic workers bring their own food/beverages into the restaurant for consumption?

A21. No.

Q22. How much staff parking is there?

A22. 3 stalls are available in the parking lot to the east and adjacent to the rear of the kitchen area.