



Special Event Inflatables

RFP # 23-21

ADDENDUM No. 1

March 23, 2023

Any and all changes to the Request for Proposal are valid only if they are included by written addendum to all potential respondents, which will be emailed prior to the proposal due date. Each respondent must acknowledge receipt of any addenda by indicating in its proposal. Each respondent, by acknowledging receipt of addenda, is responsible for the contents of the addenda and any changes to the bid therein. Failure to acknowledge receipt of addenda may cause the submittal to be rejected. If any language or figures contained in this addendum are in conflict with the original document, this addendum shall prevail.

This addendum consists of the following:

1. Addendum Number One (1) is attached and consists of a total of two (2) pages including this cover sheet.

Please contact me at 847-866-2971 or johngonzalez@cityofevanston.org with any further questions or comments.

Sincerely,

John Gonzalez
Purchasing Specialist

Special Event Inflatables

RFP # 23-21

ADDENDUM No. 1

March 23, 2023

This addendum forms a part of RFP #23-21 and modifies these documents. This addendum consists of the following:

Questions:

1. **Question:** How many additional events are expected in addition to the ones listed in the RFP?

Response: Unknown, it would be based on Parks and Recreation requests but I would expect the additional requests to be less than 5.

2. **Question:** What is the estimated event length (total hours)? The event length determines what materials are required such as generator size or amount of fuel.

Response: The event lengths depend. The block parties and first Fridays will be between 2-4 hours. All the other events will be at least 4 hours long.

3. **Question:** What are the estimated event sizes? Inflatable equipment can only accommodate a specific amount of guests, more guests will require additional equipment or larger sized equipment.

Response: The block parties will be between 20-60 people. The first Fridays will be at least 100. The other events except for the zombie scramble will have between 150-200 participants. The zombie scramble will have 1000 participants, but those participants will be spread out to groups of 40 every ten minutes.

Note: Acknowledgment of this Addendum is required in the Submittal.