

NOTICE TO RESPONDENTS
ADDENDUM #1
CC2009-06 BOATHOUSE CONCESSION

TO BE RECEIVED ON NOVEMBER 12, 2009 AT 11:00 A.M. IN ROOM 109

Notice is hereby given that on **November 12, 2009 at 11:00 AM** (Prevailing time), sealed proposals will be opened and read in public by the Purchasing Agent in the Mercer County McDade Administration Building, 640 South Broad Street, Room #109, Trenton, New Jersey for:

**CONCESSIONAIRE FOR THE BOATHOUSE MARINA
LOCATED IN THE MERCER COUNTY PARK**

The original specifications for the above referenced procurement are amended. Addendum No. 1 shall become part of the original specification package and contract documents. Respondents shall complete the Acknowledgement of Receipt of Addenda and shall submit the signed acknowledgement with their proposal.

Marcella Covello, QPA, C.C.P.O.
Purchasing Agent
County of Mercer
609 989 6710

Respondents shall submit one (1) original and five (5) copies of the proposal.

The licensee may not charge fees in excess of the booking fee. There is no other rental fee associated with the facility besides the one-time \$100 reservation fee paid to the MCPC.

Reserved dates as of 10/22 for the year 2010 follow:

Date	Est. Attendance
Feb. 6	55
March 6	80
April 10	100
April 18	60
May 7	45
June 4	50
June 5	100
June 19	110
June 26	TBA
July 17	60
Oct. 2	60

The caterer establishes the menus. All pricing must be approved by the Mercer County Park Commission.

The annual events scheduled in Marina Boathouse are: 4/17, 18 and 7/24, 25, 2010. Although the Mercer County Park Commission reserves the right to hold special events in the area, every effort is made to work with the caterer and prevent scheduling conflicts. As events are scheduled by the caterer, those dates are no longer available to the Park Commission.

High quality fare, although subjective, requires that caterers provide nutritious, wholesome, may provide organic menu options, palatable hot and cold meals at price points agreed upon by the Park Commission. Sample menus must be provided with the proposal. Reasonable pricing is defined as comparable or lower rates for food and beverage packages as it relates to similar catering halls in the surrounding area.

Only those staff members working on-site at the Boathouse are subject to background checks.

Are you able to provide applicants with the "Monthly reporting sheets" from 2008 indicating event type, attendance, and total revenue collected?

2008 BOATHOUSE MARINA REVENUE TOTALS

Total Number of Events: 150 events – Jan. to Dec.

Average Attendance: 56 persons per event

Total Revenue for 2008: \$345,255.24

Q. Are licensees able to control / restrict access to the facility based on preset minimums? Take the case where a small party, of 25 people for example, requests a rental for a Summer Saturday premium day (meal period), when we all know these are better used for weddings and the like to help pay the rent?

A. The licensee has the ability to control access to the facility based on a number of factors including but not limited to group size, availability, and most importantly whether or not a contract exists for a specific date. Once a date has been mutually agreed upon and a contract has been issued the vendor must honor that date. No group should be turned away if an open date exists.

Q. Under your section "Hours and Days of operation" it is indicated that any "reasonable" request must be accommodated. How is reasonable defined, and can the licensee define it?

A. "Reasonable requests" would be mutually agreed upon between vendor and MCPC on a case by case basis (if necessary); however, if a discrepancy exists, it is loosely defined as a request of an open date minus holidays, off hours, or other extraordinary factors such as force majeure, weather, emergency or any other unforeseen event.

**COUNTY OF MERCER
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

The undersigned Respondent hereby acknowledges receipt of the following Addenda:

Addenda Number	Dated
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Signed: _____

Title: _____

Printed Name: _____

Date: _____

Company: _____