

**TOWN OF GLASTONBURY  
REQUEST FOR PROPOSAL  
RPGL-2020-05  
CATERING SERVICES FOR THE GLASTONBURY BOATHOUSE  
ADDENDUM NO. 1  
DECEMBER 09, 2019**

The attention of respondents submitting proposals for the above-referenced project is called to the following Addendum to the specifications. The items set forth herein, whether of omission, addition, substitution or other change, are all to be included in and form a part of the proposed Contract Documents for the work. Respondents shall acknowledge this Addendum on the Proposal Response Page.

***Question 1:*** *What are the times of the events?*

**Answer:** 7AM to Midnight. Exception made for New Year's Eve until 1AM.

***Question 2:*** *Can the caterer store linens and/or glasses on-site?*

**Answer:** No.

***Question 3:*** *Are the commissions \$750 or 6%, whichever is higher?*

**Answer:** No. The \$750 is the flat rate for weddings. The 6% is for all other non-wedding events.

***Question 4:*** *What is the typical wedding cost? (High, medium or low-end)*

**Answer:** Varies. Clients refer to the caterer's wedding packages offered.

***Question 5:*** *Will we be allowed to attend the bid opening and see results?*

**Answer:** Respondents may be present at the opening; however, there will be no public reading of proposals (other than the names of the respondents).

***Question 6:*** *Can you clarify what the \$2,000 security deposit is for?*

**Answer:** The Town will inspect the catering area before and after the event. The security deposit will be used to pay for any cleaning and/or maintenance costs necessary if not left in the same condition prior to the event.

**END OF ADDENDUM NO. 1 TEXT**