



Purchasing Department

140 Stonewall Avenue West, Ste 204
Fayetteville, GA 30214
Phone: 770-305-5420
www.fayettcountyga.gov

January 28, 2019

**Subject: RFP #1604-P: Meister for Hot Air Balloon Festival
Addendum #1**

Gentlemen/Ladies:

Below, please find responses to questions, clarification, or additional information for the above referenced Request. You will need to consider this information when preparing your bid.

- 1. General Term & Conditions, # 19 Insurance: There is no listed requirement for any type of liability insurance as there has been in the past. Our company will not organize an event without what is termed as "non-owned aircraft" liability insurance. Is this an accidental omission in the RFP, or should I just include it with our response with an explanation and line item cost?**

Your proposal shall include non-owned hot air balloon insurance, including your cost and an explanation of benefits. Item #19 of the General Terms and Conditions, titled "Insurance," is deleted in its entirety and replaced with the following:

- 1. Insurance:** The contractor shall procure and maintain the following insurance, to be in effect throughout the term of the contract, in at least the amounts and limits set forth as follows:
 - **Non-Owned Hot Air Balloon Liability Insurance:** \$1,000,000 single limit bodily injury, including passengers, and property damage.
 - **Automobile Liability Insurance:** \$1,000,000 combined single limit each occurrence, including bodily injury and property damage liability.
 - **Worker's Compensation:** Workers Compensation as required by Georgia statute.

Before a contract is executed with the successful offeror, the successful offeror shall provide Certificates of Insurance for all required coverage. The successful offeror can provide the Certificate of Insurance after award of the contract, but must be provided prior to execution of the contract document by both parties. Certificates shall list an additional insured as follows:

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2. **Event Scope of Work, #29 stipulated the Meister may use one utility cart or ATV. In years past, as in all of our safety plans for an event site as large as this, we use 2 ATVs in order to have a safety response to any problems. In the case of your festival the balloon fields are separated by a fairly large distance, and in order to effectively respond to incidents the Balloon meister as well as the Safety Officer need to use an ATV. How can I have this number raised to 2 ATVs?**

We are only able to supply one utility cart or ATV. If you would like to bring your own there is no issue with having 2 ATVs on site.

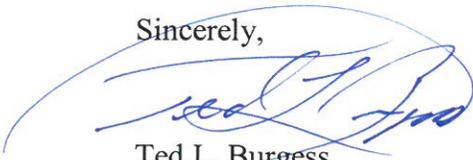
Received by _____ Company _____

Note: Please sign and return this addendum with your submitted proposal. Any proposer not returning a signed addendum will still be responsible for compliance with any requirements, specifications, or changes contained in the addendum.

So that this procurement process can be completed in a timely manner, the time for submitting questions has expired.

The received by date for this request for proposal has not changed. **The received by date is: 3:00pm, Tuesday, February 5, 2019.**

Sincerely,



Ted L. Burgess
Director of Purchasing

TLB\tc