



County of El Paso Purchasing Department
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ADDENDUM 4

To: All Interested Proposers
From: Lucy Balderama, Inventory Bid Technician
Date: April 11, 2016
Subject: RFP #16-022, Catering and Concession Services for the County of El Paso

This is a summary of the first pre-proposal conference held on March 17, 2016:

1. The Country is requesting for healthy menu items. It is for the concessions and this or for both sides?

Response: The County wants a healthy menu for the ball park and the golf course.

2. Who will decide on the proper purchase of equipment?

Response: Whatever is in the best interest of your business as long as it meets the County's general requirements?

3. Can the vendor have input with pricing on the beverages (with Pepsi and Coke) in the contract agreement, in case of the large sudden increases?

Response: Once the vendor enters into contract with the County, it will be discussed at that time.

4. Does the County have plans for the patio area in the concessions at the sports park?

Response: Yes- tables and chairs will be installed.

5. Beside the TV's, would the County be open to arcade machines for entertainment in that area?

Response: Yes, but the TV's would be the minimum.

6. Will the County provide the cable?

Response: No. The vendor must provide cable.

7. Can the vendor hire a cabling company to do the wiring?

Response: Yes.

8. Does the County have warranty on the interlocking flooring?

Response: Yes.

9. Can the vendor have mail delivery box?

Response: Mail can be delivered to the Sportpark Admin Office.

10. Who is your marketing manager for the County of El Paso? We would like to advertise specials or new items and link to the County.

Response: The liaison for these two locations will be Eric Storrie.

11. Can the vendor place portables and sell drinks and prepackaged items in between the areas that are a distance as needed, like during tournaments?

Response: Yes, all items must be tracked similarly to a brick & mortar stand.

12. Is the Blue Gill provided in this proposal?

Response: No. It will be on a separate one.

13. What are the hours of operation? The Proposal states that Ascarate is open from 6:00 a.m. to 6:00 p.m., but currently, we close until everyone is gone.

Response: Ascarate Park is open 6:00 a.m. - 11:00 p.m. The golf course operates until 6:30 p.m. in the winter, and 9:00 p.m. in the summer. The awarded vendor and Parks Department will work together to decide best hours of operation for the golf course.

This is a summary of the second pre-proposal conference held on April 5, 2016.

1. Do all concessions at the ball park need to be running at the same time or can we just open what is needed?

Response: It would depend on the event, we would like all of them open, but we will discuss this once the RFP is awarded.

2. Will it depend on the event or the number of people at the ball park?

Response: There will be a balance. If it's a big event we will want all concessions open. If it is a small event we can just have one or as needed.

3. Do you have the schedule of the games?

Response: This will be provided before season starts, and awarded vendor will know the event schedule for tournaments and special events.

4. Do we have access to this information?

Response: The awarded vendor will be a part of the planning team and will have access.

5. Are the prices on the food established by the County of El Paso or the vendor?

Response: This information is in the specification. Pricing is established by vendor.

6. Is there a restriction or can we ask for a restriction for outside food?

Response: There is no outside food allowed at the sports park and the restaurant at golf course will be a unit as well where no outside food will be allowed. In this RFP, there is a spot that asks for what we call a "buy out", so when an event wants to come in and use the golf course, what that event would have to pay to the concessionaire to allow them to pay their own.

7. This is for the golf course only?

Response: This is for the ball park and the golf course.

8. There was no tables and chairs out in the ball park patio area. Will this be installed eventually?

Response: Yes. It will be installed.

9. Will the vendor have access to the video cameras?

Response: They are controlled by the County, but if a situation arises, we can work together to make sure that all parties get the information needed.

10. What percentage does the vendor have to pay a fee to the County?

Response: That information is in the specifications. The vendor will be bidding the percentage to the County.

11. What is the population to the sports park?

Response: Right now we have roughly 200 teams on an annually basis. Each team has anywhere from ten (10) to fifteen (15) players. That is just the players. We also have the family and friends. We are looking at expanding, so we will be having more leagues and more tournaments which will bring additional people to the Sports Park as well as special events. I don't have an exact number of people, but it will be a lot.

12. Will the special events be prior or during the baseball season?

Response: The sports park runs year around in terms of baseball, softball. Special events will be done on the days that we don't have any programming. Like if we have a Saturday that is available, we will have a special event then. Like next year we are looking at an Easter hunt. We are also planning a series of "Movies at the Sports Park". Things like that,

13. The County changed the date for the Concessions?

Response: Yes. It was moved up. Opening date is April 19, 2016 at 2:00 p.m.

14. When is the exact date of the opening of the Sports Park?

Response: To be determined.

The Purchasing Department has received the following questions:

1. What are the monthly and yearly revenues for this contract?

Response: Revenues are based on product price and event schedule. This information is not available for the current vendors, but awarded vendor will keep and maintain these numbers.

2. How many employees are currently employed?

Response: The current vendor has between 10-20 for the Sport spark and golf course.

3. Who is responsible of enforcing that no outside food and drinks be brought into the complex?

Response: Sportspark staff is responsible of enforcing that not outside food is brought in.

4. Are participant team(s) able to bring food and drinks for their teams?

Response: No.

5. As of right now, is the entire complex "license" to sell beer?

Response: Yes. The current vendor holds the permit. Awarded vendor will need to do the same.

6. Who is responsible of paying all the utilities such as gas and electricity?

Response: The awarded vendor is responsible for paying all utilities.