

Solicitation 18-50

Electrical and Air Conditioning Rental and Services

Bid Designation: Public



Town of Addison

Bid 18-50 Electrical and Air Conditioning Rental and Services

Bid Number 18-50
Bid Title Electrical and Air Conditioning Rental and Services

Bid Start Date Jan 3, 2018 12:02:37 PM CST
Bid End Date Jan 18, 2018 2:00:00 PM CST
Question & Answer End Date Jan 15, 2018 12:00:00 PM CST

Bid Contact Wil Newcomer
Purchasing Manager
wnewcomer@addisontx.gov

Bid Contact Michele Womack
Accounting Specialist
Finance
mwomack@addisontx.gov

Contract Duration 3 years
Contract Renewal 2 annual renewals
Prices Good for 150 days

Bid Comments **Unit costs quoted for each line item will be the unit costs invoiced times actual quantities.
*NO FAX OR EMAIL SUBMITTALS ACCEPTED.**

Item Response Form

Item 18-50--01-01 - Taste Addison: Hourly rate per man hour for any work required but not specified
Lot Description Town of Addison Special Event
Quantity 1 each
Unit Price
Delivery Location **Town of Addison**
Town of Addison
P.O. Box 9010
Addison TX 75001
Qty 1

Description
Price per man hour

Item 18-50--01-02 - Taste Addison: 110-volt electrical power
Lot Description Town of Addison Special Event
Quantity 1 each

Unit Price Delivery Location **Town of Addison**

Town of Addison
P.O. Box 9010
Addison TX 75001
Qty 1

Description

Unit cost for 110-volt electrical power to each tent added or subtracted from specified number detailed in bid specifications

Item **18-50--01-03 - Taste Addison: 150 watt floodlights**

Lot Description Town of Addison Special Event

Quantity **1 each**Unit Price Delivery Location **Town of Addison**

Town of Addison
P.O. Box 9010
Addison TX 75001
Qty 1

Description

Unit cost to place 150 watt floodlights in each tent added or subtracted from number specified in bid documents

Item **18-50--01-04 - Taste Addison: String light placement**

Lot Description Town of Addison Special Event

Quantity **1 each**Unit Price Delivery Location **Town of Addison**

Town of Addison
P.O. Box 9010
Addison TX 75001
Qty 1

Description

Unit cost to place each string light

Item **18-50--01-05 - Taste Addison: 220-volt electrical power**

Lot Description Town of Addison Special Event

Quantity **1 each**Unit Price Delivery Location **Town of Addison**

Town of Addison
P.O. Box 9010
Addison TX 75001
Qty 1

Description

Unit cost for 220-volt electrical power to each tent added or subtracted from number specified in bid specifications

Item **18-50--01-06 - Taste Addison: 10 Ft. Cable placement**

Lot Description Town of Addison Special Event

Quantity 1 each

Unit Price

Delivery Location **Town of Addison**

Town of Addison

P.O. Box 9010

Addison TX 75001

Qty 1

Description

Unit cost to run each 10 ft. of cable from permanent cam boxes

Item 18-50--01-07 - Taste Addison: Tower Lights

Lot Description Town of Addison Special Event

Quantity 1 each

Unit Price

Delivery Location **Town of Addison**

Town of Addison

P.O. Box 9010

Addison TX 75001

Qty 1

Description

Unit cost for tower lights added or subtracted from number specified in bid specifications

Item 18-50--01-08 - Taste Addison: Power to screen and speaker

Lot Description Town of Addison Special Event

Quantity 1 each

Unit Price

Delivery Location **Town of Addison**

Town of Addison

P.O. Box 9010

Addison TX 75001

Qty 1

Description

unit cost for power to projection screen and delay speaker

Item 18-50--02-01 - Addison Kaboom Town!: Hourly rate per man hour for any work required but not specified

Lot Description Town of Addison Special Event

Quantity 1 each

Unit Price

Delivery Location **Town of Addison**

Town of Addison

P.O. Box 9010

Addison TX 75001

Qty 1

Description

Hourly rate per man hour for any work required but not specified

Item **18-50--02-02 - Addison Kaboom Town!: 110-volt electrical power**
 Lot Description Town of Addison Special Event
 Quantity **1 each**
 Unit Price
 Delivery Location **Town of Addison**
Town of Addison
 P.O. Box 9010
 Addison TX 75001
Qty 1

Description

Unit cost for 110-volt electrical power to each tent added or subtracted from number specified in bid specifications

Item **18-50--02-03 - Addison Kaboom Town!: 150 watt floodlights**
 Lot Description Town of Addison Special Event
 Quantity **1 each**
 Unit Price
 Delivery Location **Town of Addison**
Town of Addison
 P.O. Box 9010
 Addison TX 75001
Qty 1

Description

Unit cost to place 150 watt floodlights in each tent added or subtracted from number specified in bid specifications

Item **18-50--02-04 - Addison Kaboom Town!: String Light Placement**
 Lot Description Town of Addison Special Event
 Quantity **1 each**
 Unit Price
 Delivery Location **Town of Addison**
Town of Addison
 P.O. Box 9010
 Addison TX 75001
Qty 1

Description

Unit cost to place each string light

Item **18-50--02-05 - Addison Kaboom Town!: 220-volt electrical power**
 Lot Description Town of Addison Special Event
 Quantity **1 each**
 Unit Price
 Delivery Location **Town of Addison**
Town of Addison
 P.O. Box 9010
 Addison TX 75001

Qty 1

Description

Unit cost for 220-volt electrical power to each tent added or subtracted from number specified in bid specifications

Item 18-50--02-06 - Addison Kaboom Town!: 10 ft. cable placement

Lot Description Town of Addison Special Event

Quantity 1 each

Unit Price Delivery Location **Town of Addison**Town of Addison

P.O. Box 9010

Addison TX 75001

Qty 1

Description

Unit cost to run each 10 ft. of cable from permanent cam boxes

Item 18-50--02-07 - Addison Kaboom Town!: Tower Lights

Lot Description Town of Addison Special Event

Quantity 1 each

Unit Price Delivery Location **Town of Addison**Town of Addison

P.O. Box 9010

Addison TX 75001

Qty 1

Description

Unit cost for tower lights added or subtracted from number specified in bid specifications

Item 18-50--03-01 - Addison Oktoberfest: Hourly rate per man hour for any work required but not specified

Lot Description Town of Addison Special Event

Quantity 1 each

Unit Price Delivery Location **Town of Addison**Town of Addison

P.O. Box 9010

Addison TX 75001

Qty 1

Description

Hourly rate per man hour for any work required but not specified

Item 18-50--03-02 - Addison Oktoberfest: 110-volt electrical power

Lot Description Town of Addison Special Event

Quantity 1 each

Unit Price

Delivery Location **Town of Addison**

Town of Addison
P.O. Box 9010
Addison TX 75001
Qty 1

Description

Unit cost for 110-volt electrical power to each tent added or subtracted from number specified in bid specifications

Item **18-50--03-03 - Addison Oktoberfest: 150 watt floodlights**

Lot Description Town of Addison Special Event

Quantity **1 each**

Unit Price

Delivery Location **Town of Addison**

Town of Addison
P.O. Box 9010
Addison TX 75001
Qty 1

Description

Unit cost to place 150 watt floodlights in each tent added or subtracted from number specified in bid specifications

Item **18-50--03-04 - Addison Oktoberfest: String light placement**

Lot Description Town of Addison Special Event

Quantity **1 each**

Unit Price

Delivery Location **Town of Addison**

Town of Addison
P.O. Box 9010
Addison TX 75001
Qty 1

Description

Unit cost to place each string light

Item **18-50--03-05 - Addison Oktoberfest: 220-volt electrical power**

Lot Description Town of Addison Special Event

Quantity **1 each**

Unit Price

Delivery Location **Town of Addison**

Town of Addison
P.O. Box 9010
Addison TX 75001
Qty 1

Description

Unit cost for 220-volt electrical power to each tent added or subtracted from number specified in bid specifications

Item **18-50--03-06 - Addison Oktoberfest: 10 ft. cable placement**

Lot Description Town of Addison Special Event

Quantity **1 each**
 Unit Price
 Delivery Location **Town of Addison**
Town of Addison
 P.O. Box 9010
 Addison TX 75001
Qty 1

Description

Unit cost to run each 10 ft. of cable from permanent cam boxes

Item **18-50--03-07 - Addison Oktoberfest: Tower Lights**
 Lot Description **Town of Addison Special Event**
 Quantity **1 each**
 Unit Price
 Delivery Location **Town of Addison**
Town of Addison
 P.O. Box 9010
 Addison TX 75001
Qty 1

Description

Unit cost for tower lights added or subtracted from number specified in bid specifications

TEMPORARY ELECTRICAL SERVICES AND LIGHTS SPECIFICATIONS: 2018 TOWN OF ADDISON BID INSTRUCTIONS

INTENT

The Town of Addison shall receive bids for the rental of all equipment for events on an as-needed basis. (Please refer to the attached Special Event Calendar for specific events in which equipment will be required.) Quantities are listed as estimates and may vary from event to event.

Temporary Electrical Services and Lights and Air Conditioning

All references, qualifications, insurance and literature should be attached to bid form.

LOCATION

Addison events will take place within the Town of Addison, primarily focusing on Addison Circle Park, 4970 Addison Circle Drive, located in the Addison Arts and Events District, Addison, TX. Parking areas are located in three parking garages at or near the intersection of the Dallas Parkway and Arapaho Road, field and street parking also available.

Addison Circle Park is 10 landscaped acres and was constructed to double as an outdoor event facility and a park in the off-season. It contains a Pavilion with a catering facility and 20 permanent restrooms, an inter-active water fountain, a 60 x 40 permanent cement stage, a 20 x 20 cement permanent stage, 54 duplex electrical outlets, 14 trash receptacles, 5 sanitary sewer hook-ups and path lighting. There are also three permanent cam lock boxes, one 800 amps (1-400 amp, 2-200 amps in box) and two 400 amps (1-200 amp and 2-100 amp in each box).

INSTALLATION/REMOVAL OF EQUIPMENT

Pending the size of the festival, **Contractors will have a maximum of four days to set up for Taste Addison and Addison Kaboom Town and four days to tear down, unless approval has been granted by site coordinator.** Due to the size of Addison Oktoberfest, contractor will have a maximum of eight days to setup and eight days to tear down, unless approval has been granted by site coordinator. Please refer to the attached Special Event Calendar for specific date information. All equipment should be ready and set within adequate time prior to the opening of the event.

Set-up times will vary depending on the event and a set-up schedule will be communicated at each pre-event Contractor meeting in which the Contractor is required to attend. Penalty if schedule is not adhered to.

Contractors shall be required to coordinate installation and removal with each other (i.e. electrical, stage and sound, fencing, tents and rentals etc.) Due to the nature of Addison Circle Park, driving on the grass with a motor vehicle will not be permitted unless site coordinator has granted advance permission. If permission is granted, Contractor will be required to lay plywood on grass to drive with a motor vehicle. All proven damage sustained to Addison Circle Park from a Contractor will be invoiced for the amount of repair.

CONTRACT LENGTH

If a contract is entered into as a result of this bid, the contract will remain unchanged for a period of three (3) one year terms to include the 2018, 2019, and 2020 calendar year. The Town may extend the contract for two (2) one year terms to include the 2021 and 2022 calendar year, provided that the contractor and Town agree to the contract extension will be considered

UNIT QUANTITIES

Intentionally Left Blank

Addison reserves the right to procure more than or less than the specified quantities listed in each section. The Contractor will provide a line item invoice to Addison for the actual amount used per event.

SUSTAINABILITY EFFORTS

The Town of Addison supports sustainability efforts. The Contractor may include sustainability options in the bid application.

TEMPORARY ELECTRICAL SERVICES, LIGHTS AND AIR CONDITIONING

CONTRACTOR STAFFING

Contractor shall be responsible for providing an adequate number of trained and knowledgeable electricians on site to handle multiple repair demands during peak times prior to and during each event. Contractor shall provide at least two electricians at all times during the event who are capable of working independently. Contractor's electricians shall be able to handle multiple requests and to troubleshoot problems in a quick manner. Specific hours for staffing shall be provided at each pre-event Contractor meeting in which the Contractor is required to attend.

MAINTENANCE

Contractor shall have supervisory personnel inspect wiring along with an event site coordinator: Contractor's representative shall be on-site as scheduled but generally at least two hours prior to the opening time of the event and be available to the Site Coordinator by cell phone and radio at all times during set-up and during the event. The Contractor shall have supervisory personnel inspect equipment along with site coordinator prior to the opening of each event. The Contractor's representatives shall be stationed at a designated area provided by the Town of Addison for Contractors when they are not actively working on the electrical power, air conditioning, or lighting problems.

AREA LIGHTS

Electrical Contractor shall supply self-generated portable tower flood light units with four lights per unit. These tower floodlight units shall be like new in appearance and emit minimal fumes, noise, and light pollution. In the presence of a Town of Addison representative, all units shall be tested upon arrival for proper working condition and to ensure that all bulbs are in working order. Any malfunctions must be corrected prior to the opening of each event, or a functioning replacement unit must be provided. (The Contractor is responsible for filling each unit with fuel prior to opening on the first day of any event.) The Contractor is also responsible for placing and erecting the units at the sites designated by a Town of Addison representative prior to opening on the first day of any event. Cost for these light units shall be included in the base bid.

GENERATORS

Should generators be used for events, they shall be hush power type with the capacities to supply the necessary power that meets or exceeds the above power requirements. Generators should be used only if the event power requirements exceed the permanent electricity within Addison Circle Park. Contractor shall have backup generators on-site and immediately available in case of an emergency. Generators shall be filled with fuel prior to opening on each day of any event. Contractor is responsible for coordinating the refueling of generators to be invoiced to Addison at cost.

Addison may explore the use of temporary power poles in lieu of generators. Please include any information on this particular item.

CABLE

Due to the great amount of cable used to run the permanent power in Addison Circle Park, trip plates must be installed for all cables lying above ground in pedestrian traffic areas. Contractor shall tape all loose wires and cords as much as possible in pedestrian and service areas

OKTOBERFEST AIR-CONDITIONING

Contractor shall provide, deliver, set-up, maintain and remove all items necessary (including air-handlers, cables, hoses, ducts, hush power type generator for electricity, etc.) to cool the main tent and restaurant tent to approximately 75 degrees for the four-day event period.

ELECTRICAL REQUIREMENTS

Due to the specific requirements Taste Addison, Addison Kaboom Town!, and Addison

Oktoberfest have, they have been separated in detail. Please refer to the attached Special

Event Calendar for additional smaller events.

TASTE ADDISON –

1. **Restaurant Tents** - Approximately (25) 10x10 frame tents and (15) 10x20 frame tents that will need temporary power and lights. Each tent shall be provided with 220-volt, 3- phase circuit electrical with 30-100 amps each to accommodate cooking (deep fryers, etc.) and refrigeration equipment, plus margarita and other drink machines (approximately 4-8 plugs each). Each booth shall also receive an ample supply of 110- volt electrical power (approximately 4-8 plugs each). Each 10 x 10 booth shall also receive two to three temporary string lights. These electrical needs are only an estimate at this time. The restaurants will confirm actual needs by the pre-event meeting in late April. Some restaurants may need more or less than the amounts listed. The Contractor should anticipate the need for additional electrical demands and size the equipment accordingly. The 2017 restaurant electricity orders are included in the attachments.
2. **Activity Vendor, Sponsor and Misc. Booths** – Approximately (50) 10x10 or 10x20 frame tents that will need temporary power and lights. Each 10 x 10 booth shall receive (2) 20 amps-110-volt power outlets and (1) 150-watt floodlight.
3. **Arts & Crafts Booths** – Approximately (40) 10x10 frame tents that will need temporary power and lights. Each booth shall receive (2) 20 amp-110-volt power outlets and one light from a string of temporary lights.
4. **Special Guest Tent** – One 30' x50' clear-span frame tent shall receive (10) 20 amp-110-volt service and distribution plus adequate temporary bistro lighting strands. Power will service lighting and refrigerators.
5. **Main Stage** – Contractor shall distribute all of the permanent power (800 amps) from underneath the main stage. Appropriate power should be dropped at the stage for sound and lighting equipment. When backline is confirmed more details will be provided.

A sound tech booth of 10 x 10 approximately 125' in front of the stage shall require 220-volt power 50 amps.

6. **Main Stage & Front of House Project Screens** - Screens each require 100 Amps-220 Volt 3-phase outlets
7. **Temporary Light Structures** –15light structures to be placed in remote event parking areas.
8. **Projection Screen and Delay Speakers-** Screen requires 100 Amps-220 Volt 3-phaseoutlets and the platform for the delay speakers needs 30 Amps – 220V. – 2 screens.
9. **Chef Demos**–Tie in to Conference Centre house power to hookup temporary kitchen. More details will be provided.
10. **Admission Kiosks** – (6) kiosks – Each kiosk needs (2) 30 amp-220V circuits.
11. **Sponsor Displays** – Approximately (12) 20 amp-110V circuits for onsite car displays &
 - a) 100 amp-220V 3 phase outlet for travel exhibits.
12. **Sample of Equipment & Setup for Past Events-**
 - a) One (1) 150Kw generator on Festival Way
 - b) Two (2) 100kW generators on Festival Way and Addison Circle Dr.
 - c) One (1) 30kW generator at the Conference Centre
 - d) Fifteen (15) Light Towers
 - e) Ten (10) ADA handicap ramps
 - f) Distribution from all generators
 - g) Distribution from one (1) 200amp and two (2) 100amp house services near the Pergola in the park
 - h) Distribution from one (1) 200amp and two (2) 100amp house services near the Bowl Stage in the park
 - i) Distribution from one (1) 400amp and two (2) 200amp house services from under the Main Stage
 - j) Two (2) flatbed work horse golf carts
 - k) Two (2) men standby on show days
 - l) All tent frames must be bonded to ground

ADDISON KABOOM TOWN!® –

1. **Concessions** – Approximately (40) 10x10 or 10x20 frame tents - Distribute power from Addison Circle Park permanent cam boxes to booths so each 10 x 10 booth has (4) 110 volt - 20 amp circuits and a minimum of one 150-watt floodlight. The 2017 concession electricity orders are included in the attachments.
2. **Concessions (Spectrum Field)** – Approximately (2) 10x10 or 10x20 frame tents - Distribute power from generator to booths so each 10 x 10 booth has (4) 110 volt - 20 amp circuits and a minimum of one 150-watt floodlight. The 2017 concession electricity orders are included in the attachments.
3. **Activity Vendor, Sponsor & Misc. Booths** – Approximately (25) 10 x 10 frame tents or 10 x 20 frame tents - Distribute power from Addison Circle Park permanent cam boxes so each 10 x 10 booth has (2) 110 volt – 20 amp circuits and a minimum of one 150-watt floodlight.
4. **Light Towers** –16light structures to be placed in remote event parking areas and the Addison Airport.

5. **Main Stage** – Contractor should distribute all the permanent power (800 amps) from underneath the main stage. Appropriate power should be dropped at the stage for sound and lighting equipment. When backline is confirmed more details will be provided. A sound tech booth of 10 x 20 next to the stage shall require 220-volt power 50 amps.
6. **Sponsor Displays** – Approximately (12) 20 amp circuits for onsite car displays & (1) 100 amp 3 phase outlet for travel exhibits.
7. **Sample of Equipment and Setup for Past Events-**
 - a) Two (2) 100kW generators on Festival Way
 - b) One (1) 60kW generator on Addison Circle Dr.
 - c) Sixteen (16) Light Towers
 - d) Ten (10) ADA handicap ramps
 - e) Distribution from all generators
 - f) Distribution from One (1) 200amp and two (2) 100amp house services near the Pergola in the park
 - g) Distribution from one (1) 200amp and two (2) 100amp house services near the Bowl Stage in the park
 - h) Distribution from one (1) 400amp and two (2) 200amp house services from under the Main Stage
 - i) One (1) flatbed work horse golf cart
 - j) One (1) man standby on show day
 - k) All tent frames must be bonded to ground

ADDISON OKTOBERFEST –

1. **Main Tent (part of Schloss Addison)** - One (1) clear span structure tent (100' x 300') requires electrical service to equipment and lights as follows:
 - a. Ambient lighting totaling 30,000 watts – 250 watt metal high bay lighting – (2) on every other beam
 - b. Install eleven (11) exit lights six (6) emergency lights
 - c. Air-conditioning units (see below for additional specs)
 - d. Lights for stage and dance floor, 300 amps (sound equipment provided by sound company)
 - e. Sound system (separate power source), 100 amps (equipment provided by sound company)
2. **Restaurant Tent (part of Schloss Addison)** – One 60' x 210' clear span structure tent, divided into two equal restaurant sections, requires electrical service to equipment and lights.

Lighting for Restaurant Tent will be provided by the electrical Contractor as follows:
(20) 4 ft 2 light fluorescent light strips

All equipment and lights will be provided by either the electrical Contractor or the restaurant vendor as follows:

Each of the two restaurant areas will have the following equipment:

MULTIPLY BY 2 TO GET TOTAL EQUIPMENT:

- a. Four (4) hot boxes, 120v, 1500 watts each
- b. Four (4) heat lamps, 120v, 500 watts each
- c. Four (4) crock-pots, 120v, 4 amps

- d. Sixteen (16) roasters, 120v, 1400 watts each
- e. Three (3) food warmers,
- f. Five (5) refrigerated coolers, 120V, 12 amps
- g. Two (2) coffee machines, 120v, 1200 watts each
- h. One (1) ice machine, 120V
- i. One (1) emergency light (provided by electrical Contractor)
- j. One (1) exit light (provided by electrical Contractor)
- k. Ambient lighting totaling 1650 watts, minimum (provided by electrical Contractor)
- l. One (1) 150-watt flood light on exterior of each tent (provided by electrical Contractor)

NOTE: Equipment list is approximate so Contractor will need to size the wiring to accommodate a greater amp draw to prevent any electrical problems during the event.

3. **Activity vendor, Sponsor and Misc. booths** – Approximately 75 - 100 (10' x 10' or 10 x 20) frame tents shall each have two (2) 20 amp-110 volt power outlets and one (1) 150-watt floodlight.
4. **Activity vendor, sponsor and other booths** – Approximately (50) 10x10 or 10x20 frame tents that will need temporary power and lights. Each 10 x 10 booth shall receive (2) 20 amps-110 volt power outlets and (1) 150-watt floodlight.
5. **Arts & Crafts booths** – Approximately (440) 10x10 frame tents that will need temporary power and lights. Each 10 x 10 booth shall receive (2) 20 amp-110 volt power outlets and one light from a string of temporary lights.
6. **Bier Tents** – (2) 10'x20' tents, (3) 20' x 20' tents, (2) 20' x 30' tents, and (4) 20'x40' tents. Electricity & Lighting needs – (4) 150-watt floodlights and (4) 20 amp- 110 volt power quad boxes at each 10'x20' tent; (4) 20 amp circuits at each 20' x 20' & 20' x 30' tent; and (8) 20 amp circuits at each 20'x40' tent.
7. **Food Vendors** – Approximately ten (10) 10' x 20' frame tents shall receive four (4) 150-watt floodlights each and four (4) 20 amp-110 volt power quad boxes each. Approximately five (5) 20'x20' frame tents shall receive four (4) 150-watt floodlights each and four (4) 20 amp-110 volt power quad boxes each. One (1) 40'x40' frame tent shall receive adequate temporary string lights and ten (8) 20 amp- 110 volt service. Additional temporary string lights should also be supplied to each tent. Further electrical requirements will be given when equipment list is provided from food vendor. The 2017 Food Vendor electricity orders are included in the attachments.
8. **Admission Kiosks** – (6) kiosks – Each kiosk needs (2) 30 amp-220V circuits
9. **Temporary Light Structures** – 15 light structures to be placed in remote event parking areas.
10. **Sponsor Displays** – Approximately (12) 20 amp circuits for onsite car displays & (1) 100 amp 3 phase outlet for travel exhibits.
11. **Sample of Equipment and Setup for Past Events-**
 - a. One (1) 1000kW generator on Addison Circle Dr. for air conditioning
 - b. One (1) 400kW generator on Festival Way for air conditioning
 - c. Three (3) 150kW generators on Festival Way and Addison Circle Dr. for food vendors and air conditioning
 - d. Two (2) 60kW generators at the Conference Centre and Stone Cottage for arts &

- crafts, vendors and beer tents
- e. Fifteen (15) Light Towers
- f. Twenty-nine (29) 20-ton upright air conditioners
- g. Ten (10) ADA handicap ramps
- h. Distribution from all generators
- i. Distribution from one (1) 200amp and two (2) 100amp house services near the Pergola in the park
- j. Distribution from one (1) 200amp and two (2) 100amp house services near the Bowl Stage in the park
- k. Distribution from one (1) 400amp and two (2) 200amp house services from under the Main Stage
- l. Two (2) flatbed work horse golf carts
- m. One (1) 60ft man lift
- n. One (1) 5k reach fork lift
- o. Eleven (11) exit signs
- p. Nineteen (19) 4ft fluorescent lights with over food covers
- q. Twenty (20) high bay metal halide lights
- r. Two (2) men standby on show days
- s. All tent frames must be bonded to ground

OKTOBERFEST AIR-CONDITIONING REQUIREMENTS

Contractor shall have access to a nearby condensation drain. Contractor shall use trip plates and heavy-duty rubber mats for cables, hoses, wires, etc. lying above ground in pedestrian traffic areas. Contractor shall be responsible for coordinating underground sprinkler locations before any underground work commences.

1. **Schloss Addison**– Requires estimated 600 Tons in air conditioning. The two parts of the tent are described below.

Main Tent Description - One (1) 100 feet by 300 feet (100' x 300') clear span structure tent with removable sidewalls, gutters and a minimum of ten double, self-closing windowpane doors. Tent shall be entirely enclosed so it will retain as much of the air-conditioning as possible and it will be erected on dirt/grass. Contractor shall be responsible for coordinating with tent installation to ensure that the air-conditioning ductwork is compatible with the external and internal tent structure to minimize the loss of cool air. The main tent seats approximately 2,000 people at one time.

Restaurant Tent Description - One 60 feet by 210 feet (60' x 210') clear span structure tent with removable sidewalls, gutters and a minimum of three double, self-closing windowpane doors. The windowpanes should not be made of glass and similar to a Plexiglas material. These doors shall provide the two restaurants with easy and immediate access to the service and outdoor cooking areas directly behind the restaurant tent. The restaurant tent shall abut the main tent and shall be enclosed on the remaining three sides to retain as much of the air-conditioning as possible. The tent shall be able to be sectioned off into two separate restaurant areas.

EQUIPMENT LIST:

- a. Estimated 600 tons of air conditioning needed
 - b. Use hypo-allergenic hog hair mat air filters cut to size for the returns
2. **Main Tent Ticket Tent** – One 10 feet by 60 feet (10' x 60') frame tent with counters and skirting on three sides. The back of the tent will be walled. Air will need to be pushed into the tent through on ground ducting.

EQUIPMENT LIST:

- a. Estimated 20-tons of air conditioning needed

- b. Use hypo-allergenic hog hair mat air filters cut to size for the returns
 - c. Pump required to push condensation uphill to drain
3. **Biergarten Ticket Tent** – One 20 feet by 60 feet (20' x 60') frame tent with counters and skirting on three sides. The back of the tent will be walled, with an opening to the 10' x 20' tent. Air will need to be pushed into both tents through on ground ducting.

EQUIPMENT LIST:

- a. Estimated 40 tons of air conditioning needed
 - b. Use hypo-allergenic hog hair mat air filters cut to size for the returns
 - c. Pump required to push condensation uphill to drain
4. **Condensation Containment** - The Contractor shall be responsible for controlling/directing by means other than surface flow condensation to areas approved by the Town of Addison to prevent excessively wet and muddy conditions in and around the tents, including service areas. The Town of Addison must approve the method. Due to the lack of access to nearby storm sewer inlets on the site, the Contractor shall provide condensation “detention pits”, unless an alternative plan can satisfactorily address water runoff. The Contractor shall specify the method for condensation management on the Bid Form.
5. **Allergy Filters** - Since the main tent is erected on grass and it is entirely closed, the interior of the tent gets very dusty and causes many allergy related problems for patrons. The Contractor shall be responsible for installing hypo-allergenic hog hair mat filters to reduce the allergens inside the main tent or Contractor may submit an alternate plan that he feels may better suit our needs.

Bid No. 18-50 Supplemental Information - Mandatory

ADDISON OKTOBERFEST AIR-CONDITIONING

Please describe the type of air-conditioning system you are bidding and include photographs, if possible.

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	6

Please describe method for condensation management:

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	6

Please include information pertaining to temporary power poles (if offered):

	5
	6

Comments of other per unit chargers:

	5
	6

QUALIFICATION AND REFERENCE STATEMENT

BIDDER:

COMPANY INFORMATION:

Number of years in business?

Number of years at current location?

Do you maintain a permanent commercial business office?

Have you or any present partners or officers failed to complete a contract: If yes, give name of owner and/or surety?

Can you be reached 24 hours a day (in an emergency)?

Pager# Cell Phone#

Answer Svc# Other#

CUSTOMER REFERENCES

Please provide 3 to 5 users you have provided with this product or service. Use comparable projects and government entities, if any;

Company Name	Contact Name	Phone	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Town of Addison
GENERAL TERMS AND CONDITIONS

By submitting an Offer in response to the Solicitation, the Contractor/Seller (hereafter called Seller) agrees the Contract/Purchase Order shall be governed by the following terms and conditions for goods and services.

1. Applicability: These General Terms and Conditions and the Terms and Conditions, Specifications, Drawings and other requirements included in the Town of Addison's Request for Bid (collectively, "Terms and Conditions") are applicable to Contracts/Purchase Orders issued by the Town of Addison (hereinafter referred to as the "Town" or "Buyer") and the Seller (hereinafter referred to as the "Seller"). Any deviations must be in writing and signed by a representative of the Town's Purchasing Department and the Seller. No terms and conditions contained in the Seller's Proposal, Invoice or Statement shall modify the Terms and Conditions. If there is a conflict between the Terms and Conditions and Seller's response to the Town's request for bids or proposals documents (including the provisions of the Seller's form of contract/purchase order), the Terms and Conditions will take precedence and control.
2. Official Solicitation Notification: The Town utilizes the following for official notifications of solicitation opportunities: www.bidsync.com and the Dallas Morning News of Dallas County. These are the only forms of notification authorized by the Town for notifications of solicitation opportunities. The Town is not responsible for receipt of notifications or information from any source other than those listed. It shall be the Seller's responsibility to verify the validity of all solicitation information received from any source other than the Town. There will be NO COST to the Seller for using BidSync to respond to Town of Addison solicitations.
3. Seller to Package Goods: Seller shall package goods in accordance with good commercial practice. Each shipping container, shall be clearly and permanently marked as follows: (a) Seller's name and address; (b) consignee's name, address and purchase order or purchase change order number; (c) container number and total number of containers, e.g., "box 1 of 4 boxes"; and (d) number of the container bearing the packing slip. Seller shall bear cost of packaging unless otherwise provided and agreed to in writing by Buyer. Goods shall be suitably packed to secure lowest transportation costs and to conform to requirements of common carriers and any applicable specifications. Town's count or weight shall be final and conclusive on shipments not accompanied by packing list. Unless otherwise stated in the Town's solicitation, all goods will be new, not used, rebuilt, reconditioned or recycled, will be in first class condition, and will be in containers suitable for site.
4. Shipment Under Reservation Prohibited: Seller is not authorized to ship the goods under reservation and no tender of a bill of lading will operate as a tender of goods.
5. Title and Risk of Loss: Title and risk of loss of the goods will not pass to the Town until the Town actually receives, takes possession of, and inspects and accepts the goods at the point or points of delivery.

6. Delivery Terms and Transportation Charges: Goods shall be shipped F.O.B. point of delivery; prices bid and quoted shall be F.O.B. point of delivery, and shall include all freight, delivery and packaging costs. Town shall have the right to designate what method of transportation shall be used to ship the goods. Town assumes and shall have no liability for goods damaged while in transit and or delivered in a damaged condition or that otherwise don't conform to the Terms and Conditions. Seller shall be responsible for and handle all claims with carriers, and in case of damaged or non-conforming goods shall ship replacement goods immediately upon notification by the Town of the same, and the Town may return such damaged or non-conforming goods at Seller's sole cost and expense, including costs and expense for freight, delivery, packaging, and shipping.

7. Right of Inspection and Rejection; Backorders: The Town shall have the right, and expressly reserves all rights under law, including, but not limited to the Uniform Commercial Code, to inspect the goods at delivery before accepting them, and to reject defective or non-conforming goods. Backorders delayed beyond a reasonable period of time, as determined by the Town Purchasing Manager, may be cancelled by the Town without liability of any kind whatsoever, and payment will not be made for such cancellations.

8. Acceptance of Incomplete or Non-Conforming Goods: If, instead of requiring immediate correction or removal and replacement of defective or non-conforming goods, Town prefers to accept such goods, Town may do so. Seller shall pay all claims, costs, losses and damages attributable to Town's evaluation of and determination to accept such defective or non-conforming deliverables. If any such acceptance occurs prior to final payment, Town may deduct such amounts as are necessary to compensate Town for the diminished value of the defective or non-conforming deliverables. If the acceptance occurs after final payment, such amount will be refunded to Town by Seller.

9. Substitution: Every delivery of goods by the Seller must comply with all provisions of this bid including the specifications, delivery schedule, quantity and quality, and the Terms and Conditions. Any delivery which does not conform to the Buyer's requirements shall constitute a breach of contract. Seller does not have authorization to make or tender substitute goods unless it is agreed to in writing by the Buyer and signed by an authorized representative of Buyer.

10. Payment:

(a) All proper invoices received by the Town will be paid within thirty (30) days of the Town's receipt and acceptance of the goods or of the invoice, whichever is later, unless other terms are specified on the face of the purchase order in the original printing. If payment is not timely made, interest shall accrue on the unpaid balance at the lesser of one percent per month or the maximum lawful rate; except, if payment is not timely made for a reason for which the Town may withhold payment hereunder, interest shall not accrue until ten (10) days after the grounds for withholding payment have been resolved.

(b) If partial shipments or deliveries are authorized by the Town, Seller will be paid for the partial shipment or delivery, as stated above, provided that the invoice matches the shipment or delivery.

(c) The Town may withhold or set off the entire payment or part of any payment otherwise due Seller to such extent as may be necessary on account of: (i) delivery of defective or non-conforming goods by Seller, or (ii) failure of the Seller to submit proper invoices with all required attachments and supporting documentation, or (iii) failure of Seller to deliver quantity of goods ordered (payment will be made for actual quantities delivered).

(d) The Town's payment obligations are payable only and solely from funds appropriated, budgeted, and available for the purpose of this purchase. The absence of appropriated and budgeted or other lawfully available funds shall render the Contract/Purchase Order null and void to the extent funds are not appropriated and budgeted or available and any goods delivered but unpaid shall be returned to Seller. The Town shall provide the Seller written notice of the failure of the Town to make an adequate appropriation and budget for any fiscal year to pay the amounts due under the Contract/Purchase Order, or the reduction of any appropriation to an amount insufficient to permit the Town to pay its obligations under the Contract/Purchase Order.

11. Invoicing: Send ORIGINAL INVOICE to address indicated on the purchase order. If invoice is subject to cash discounts the discount period will begin on the day invoices are received. So that proper cash discount may be computed, invoice should show amount of freight as a separate item, if applicable; otherwise, cash discount will be computed on total amount of invoice.

12. Taxes - Exemption: All quotations are required to be submitted LESS Federal Excise and State Sales Taxes. Tax Exemption Certificate will be provided by the Town for the successful Seller

13. Warranty - Price:

(a) Seller warrants the prices quoted in its bid are no higher than Seller's current prices on orders by others for like goods under similar terms of purchase.

(b) Seller certifies that the prices in Seller's bid have been arrived at independently without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such fees with any other firm or with any competitor.

(c) In the event of any breach of this warranty, the prices of the items will be reduced to Seller's current prices on orders by others, or in the alternative, the Town may cancel this Contract/Purchase Order without liability to Seller of any kind whatsoever. In addition to any other remedy available, the Town may deduct from any amounts owed to Seller, or otherwise recover, any amounts paid for items in excess of Seller's current prices on orders by others for like goods under similar terms of purchase.

14. Warranty – Title: Without limiting any provision of law, Seller warrants that it has good and indefeasible title to all goods furnished hereunder, and that the goods are free and clear of all liens, claims, security interests and encumbrances. **Seller shall indemnify and hold the Town harmless from and against all adverse title claims to the goods.**

15. Warranty (goods): If goods are sold and furnished to Seller in connection with these Terms and Conditions, Seller represents and warrants that the goods sold and furnished to the Town will be (i) free from defects in design, manufacture, materials and workmanship, (ii) be of merchantable quality and fit for ordinary use, (iii) be in full conformance with Buyer's specifications, drawings and data, with Seller's samples or models furnished in connection herewith, with Seller's express warranties, and with the terms and conditions of the Town's solicitation, and (iv) conform to all applicable Federal, State, and local laws, ordinances, rules, regulations, codes, and to all applicable standards and industry codes and standards. These warranties are in addition to all others given to the Buyer by the Seller or by law. Seller shall not limit, disclaim, or exclude these warranties or any implied warranties, and any attempt to do so shall render this Contract/Purchase Order voidable at the option of the Buyer, and any such limitations, disclaim, or exclusions shall be void and without force or effect.

Unless otherwise specified in a Contract/Purchase Order and approved by the Town in writing, the warranty period shall be at least one year from the date of acceptance of the goods or from the date of acceptance of any replacement goods. If during the warranty period, one or more of the above warranties are breached, Seller shall promptly upon receipt of demand either repair the defective or non-conforming goods, or replace the non-conforming or defective goods with fully conforming and non-defective goods, at the Town's option and at no additional cost to the Town. All costs incidental to such repair or replacement, including but not limited to, any packaging and shipping costs, shall be borne exclusively by Seller. The Town shall endeavor to give Seller written notice of the breach of warranty within thirty (30) days of discovery of the breach of warranty, but failure to give timely notice shall not impair the Town's rights hereunder.

If Seller is unable or unwilling to repair or replace defective or non-conforming goods as required by Town, then in addition to any other available remedy, Town may reduce the quantity of goods it may be required to purchase under the Contract/Purchase Order from Seller, and purchase conforming goods from other sources. In such event, Seller shall pay to Town upon demand the increased cost, if any, incurred by the Town to procure such goods from another source.

If Seller is not the manufacturer, and the goods are covered by a separate manufacturer's warranty, Seller shall transfer and assign such manufacturer's warranty to Town. If for any reason the manufacturer's warranty cannot be fully transferred to Town, Seller shall assist and cooperate with Town to the fullest extent to enforce such manufacturer's warranty for the benefit of Town.

16. Warranty (services): If services are provided to Seller in connection with these Terms and Conditions, Seller represents and warrants that all services to be provided to the Town will be fully and timely performed in a good and workmanlike manner in accordance with generally accepted industry standards and practices, the terms, conditions, and covenants of this Contract/Purchase Order, and all applicable Federal, State and local laws, ordinances, rules, regulations and codes. These warranties are in addition to all others given to the Buyer by the Seller or by law. Seller shall not limit, disclaim, or exclude these warranties or any implied warranties, and any attempt to

do so shall render this Contract/Purchase Order voidable at the option of the buyer, and any such limitations, disclaim, or exclusions shall be void and without force or effect.

Unless otherwise specified in the Contract/Purchase Order, the warranty period shall be at least one year from the date of final acceptance of the services by the Town. If during the warranty period, one or more of the above warranties are breached, Seller shall promptly upon receipt of demand perform the services again in accordance with above standard at no additional cost to the Town. All costs incidental to such additional performance shall be borne by the Seller. The Town shall endeavor to give the Seller written notice of the breach of warranty within thirty (30) calendar days of discovery of the breach warranty, but failure to give timely notice shall not impair the Town's rights under this section.

If the Seller is unable or unwilling to perform its services in accordance with the above standard as required by the Town, then in addition to any other available remedy, the Town may reduce the amount of services it may be required to purchase under the Contract/Purchase Order from the Seller, and purchase conforming services from other sources. In such event, the Seller shall pay to the Town upon demand the increased cost, if any, incurred by the City to procure such services from another source.

17. Right to Assurance: Whenever one party to the Contract/Purchase Order in good faith has reason to question the other party's intent to perform, demand may be made to the other party for written assurance of the intent to perform. In the event that no assurance is given within the time specified after demand is made, the demanding party may treat this failure as an anticipatory repudiation of this Contract/Purchase Order.

18. Default: Seller shall be in default under this Contract/Purchase Order if Seller (a) fails to fully, timely and faithfully perform any of its material obligations under this Contract/Purchase Order (whether or not an obligation is "material" shall be determined by the Town), (b) fails to provide adequate assurance of performance as provided for herein, (c) becomes insolvent or seeks relief under the bankruptcy laws of the United States, or (d) makes a material misrepresentation in Seller's offer or response to Buyer's solicitation, or in any report or deliverable required to be submitted by Seller to the Town.

19. Termination for Cause or Convenience: The Town, at any time, by 30 days written notice to the Seller, has the absolute right to terminate this Contract/Purchase Order, in whole or in part, for cause or for convenience (that is, for any reason or for no reason whatsoever). "Cause" means the Seller's refusal or failure to perform or complete its obligations under this Contract/Purchase Order within the time specified and to the Town's satisfaction, or failure to meet the specifications, quantities, quality and/or other requirements specified in the Contract/Purchase Order. If the Town terminates this Contract/Purchase Order for cause, the Seller shall be liable for any damages suffered by the Town. If the agreement is terminated for convenience, the Seller has no further obligation under this Contract/Purchase Order. Upon receipt of a notice of termination, Seller shall promptly cease all further work pursuant to the Contract/Purchase Order, with such exceptions, if any, specified in the notice of termination. Payment shall be made to cover the cost of goods delivered and services performed and obligations incurred prior to the date of termination in accordance with the terms hereof.

20. Delay: Town may delay scheduled delivery or other due dates by written notice to Seller if the Town deems it is in its best interest. If such delay causes an increase in the cost of the work under the Contract/Purchase Order, the Town and the Seller shall negotiate an equitable adjustment for costs incurred by Seller in the Contract/Purchase Order price and execute an amendment to the Contract/Purchase Order. Seller must assert its right to an adjustment within thirty (30) days from the date of receipt of the notice of delay. Failure to agree on any adjusted price shall be handled under the Dispute Resolution process specified herein. However, nothing in this provision shall excuse Seller from delaying the delivery as notified. For purposes of these Terms and Conditions, "days" means calendar days.

21. **SELLER'S INDEMNITY OBLIGATION; INSURANCE**: See attached Town of Addison minimum requirements.

22. Gratuity: Town may, by written notice to Seller, cancel this Contract/Purchase Order without liability to Town if it is determined by Town that any gratuity, in the form of entertainment, gifts, or otherwise, was offered or given by Seller, or any officer, employee, agent or representative of Seller, to any officer, employee, or representative of Town with a view toward securing a contract or securing favorable treatment with regard to the awarding or amending, or the making or any determinations with respect to the performance of, a contract. In the event this Contract/Purchase Order is canceled by the Town pursuant to this provision, the Town shall be entitled, in addition to any other rights and remedies, to recover or withhold the amount of the cost incurred by the Seller in providing such gratuities.

23. Notices: Unless otherwise specified, all notices, requests, or other communications required or appropriate to be given under this Contract/Purchase Order shall be in writing and shall be deemed delivered upon being hand-delivered or upon three (3) business days after postmarked if sent by U.S. Postal Service certified or registered mail, return receipt requested. Notices to Seller shall be sent to the address as specified by Seller. Notices to the Town shall be addressed to Town at 5300 Belt Line Road, Dallas, Texas 75254 and marked to the attention of the Town Finance Director.

24. No Warranty By Town Against Infringement: Seller represents and warrants to the Town that: (i) Seller shall provide the Town good and indefeasible title to all goods being sold and/or supplied to the Town, and (ii) such goods in accordance with the specifications in this Contract/Purchase Order will not infringe, directly or indirectly, any patent, trademark, copyright, trade secret, or any other intellectual property right of any kind of any third party; that no claims have been made by any person or entity with respect to the ownership or operation of such goods and the Seller does not know of any valid basis for any such claims. The Town's specifications regarding the goods shall in no way diminish Seller's warranties or obligations under this paragraph, and the Town makes no warranty that the production, development, or delivery of goods according to the specifications will not give rise to such a claim or will not will not impact such warranties of Seller, and in no event will Town be liable to Seller, its officers, employees, or agents (together, "Seller Parties") for indemnification or otherwise if Seller Parties or any of them is sued on the grounds of infringement or the like. If Seller is of the opinion that an infringement or the like will or may result, Seller shall promptly notify Town of that opinion. If Seller in good

faith ascertains, prior to production of the goods, that production of the goods according to the specifications will result in infringement or the like, this Contract/Purchase Order will be null and void, and neither Town nor Seller shall have any liability one to the other.

25. Assignment and Successors: The successful Seller shall not assign, transfer, pledge, subcontract, or otherwise convey (collectively, “assign” or “assignment”), in any manner whatsoever, any rights, duties, obligations, or responsibilities of Seller under or in connection with this Contract/Purchase Order, in whole or in part, without the prior written consent of the Town of Addison (and any such assignment without the prior written consent of the Town shall be null and void). Any person or entity to whom Seller assigns any right, duty or obligation shall, as a condition of such assignment, agree to comply with and abide by all provisions of this Contract/Purchase Order, and Seller shall promptly give the Town a true and correct copy of such agreement.

This Contract/Purchase Order shall be binding upon and inure to the benefit of the City and the Seller and their respective successors and authorized assigns, provided however, that no right or interest in the Contract/Purchase Order shall be assigned and no obligation shall be delegated by the Contractor without the prior written consent of the City. This Contract/Purchase Order does not and is not intended to confer rights or benefits on any person, firm or entity not a party hereto; it being the intention of the parties that there be no third party beneficiaries to this Contract/Purchase Order.

26. Waiver, Rights, Remedies: All waivers must be in writing and signed by the waiving party. The rights or remedies under this Agreement are cumulative to any other rights or remedies, which may be granted by law.

27. Modifications: This contract can be modified or amended only by a writing signed by both parties. No pre-printed or similar terms on any Seller invoice, order or other document shall have any force or effect to change the terms, covenants, and conditions of this Contract/Purchase Order.

28. Independent Contractor: Seller shall operate hereunder as an independent contractor and not as an officer, agent, servant or employee of the Town. Seller shall have exclusive control of, and the exclusive right to control, the details of its operations hereunder, and all persons performing same, and shall be solely responsible for the acts and omissions of its officers, agents, employees, contractors, subcontractors and consultants.

29. Interpretation: This Contract/Purchase Order is intended by the parties as a final, complete and exclusive statement of the terms of their agreement. No course of prior dealing between the parties or course of performance or usage of the trade shall be relevant to supplement or explain any term used in this Contract/Purchase Order. Although the Contract/Purchase Order may have been substantially drafted by one party, it is the intent of the parties that all provisions be construed in a manner to be fair to both parties, reading no provisions more strictly against one party or the other. Whenever a term defined by the Uniform Commercial Code, as enacted by the State of Texas, is used in this contract, the UCC definition shall control, unless otherwise defined in this Contract/Purchase Order.

30. Competitive Pricing: It is the intent of the Town to consider Interlocal Cooperative Agreements and State/Federal contracts in determining the best value for the Town.

31. Interlocal Agreement: Successful bidder (Seller) agrees to extend prices for the goods and/or services to be provided by Seller described in this Contract/Purchase Order to all entities that have entered into or will enter into joint purchasing interlocal cooperation agreements with the Town. The Town is a participating member of several interlocal cooperative purchasing agreements. As such, the Town has executed interlocal agreements, as permitted by law, including under Chapter 791 of the Texas Government Code, with certain other political subdivisions, authorizing participation in a cooperative purchasing program. The successful bidder (Seller) may be asked by the Town to provide products/services based upon the bid price to any other participant to a cooperative purchasing agreement, and the Seller agrees to do so (such provision will be pursuant to an agreement between Seller and such other participant, and the Town will have no liability or responsibility in connection therewith).

32. Right to Audit: The city shall have the right to examine and audit after reasonable notice any and all books and records, in any form or format whatsoever (including electronic), of Seller that may relate to this Contract/Purchase Order including, without limitation, the performance of Seller, its employees, agents, and subcontractors. Such books and records will be maintained in accordance with generally accepted accounting principles and shall, upon request and at the Town's request, be made available at a location designated by the Town. Seller shall, except for copying costs, otherwise bear all costs of producing such records for examination and copying by the Town. Unless otherwise agreed by the Town, such books and records must be made available to the Town within five business days after the Seller's receipt of a written notice from the Town requesting the same. The provisions of this paragraph shall survive the termination of this agreement. Seller shall retain all such books and records for a period of three (3) years after final payment on this Contract/Purchase Order or until all audit and litigation matters that the Town has brought to the attention of the Seller are resolved, whichever is longer. The Seller agrees to refund to the Town any overpayments disclosed by any such audit. The Seller shall include a similar audit right on behalf of the Town in all subcontractor agreements entered into in connection with this Contract/Purchase Order.

33. Correspondence: The Bid number must appear on all correspondence and inquiries pertaining to the Request for Bid or to quotes. The Purchase Order number must appear on all invoices or other correspondence relating to the Contract/Purchase Order.

34. Easement Permission: The contractor shall not enter or use private property except as allowed by easements shown on the contract documents or if the contractor obtains specific written permission from the property owner.

35. Alternates - Samples: If bidding on other than the item solicited by the Town, Seller's bid must identify the item's Trade Name, Manufacturer's Name and/or Catalog Number, and certify the item offered is equivalent to the item solicited by the Town. Descriptive literature must be submitted with alternate brands. Samples shall be furnished free of expense to the Town and if requested, may be returned at bidder's expense.

36. Error - Quantity: Bids must be submitted in units of quantity specified, extended, and totaled. In the event of discrepancies in extension, the unit prices shall govern.
37. Acceptance: The right is reserved to the Town to accept or reject all or part of the bid, and to accept the offer considered most advantageous to the Town by line item or total bid.
38. Term Contracts: Except as otherwise provided herein, prices must remain firm for the entire Contract/Purchase Order period, including any periods of extension or renewal. At the time of any renewal or extension of the Contract/Purchase Order, the Town or the Seller may request a price adjustment based upon the economy. All requests for a price adjustment must include detailed documentation and rationale to support the requested adjustment. The party to whom a request for price adjustment is made may, in its sole discretion, accept or reject the request. Any price adjustment must be mutually agreed upon in writing by the parties, and shall be effective for the applicable renewal term.
39. Term Contract Quantities: The quantities (if any) in the request for bid are estimated requirements and the Town reserves the right to increase or decrease the quantities or cancel any item to be furnished. The successful bidder (Seller) shall have no claim against the Town for anticipated profits for quantities diminished or deleted.
40. Term Contract Shipments: The Seller will make shipments under this Contract/Purchase Order only when requested and only in the quantities requested. Seller shall comply with minimum shipments or standard packaging requirements (if any) included in the Contract/Purchase Order.
41. Contract Renewal Options: In the event a clause for option to renew for an additional period is included in the request for bid, all renewals will be based solely upon the option and agreement between the Town and the Seller. Either party dissenting will terminate the Contract/Purchase Order in accordance with its initial specified term.
42. Electronic Signature – Uniform Electronic Transactions Act: The Town adopts Texas Business and Commerce Code Chapter 322, Uniform Electronic Transactions Act, allowing individuals, companies, and governmental entities to lawfully use and rely on electronic signatures.
43. Funding Out Clause: This Contract/Purchase Order may be terminated by the Town without notice and without penalty or liability in the event that (1) the Town lacks sufficient funds for this Contract/Purchase Order; (2) funds for this Contract/Purchase Order are not appropriated and/or budgeted by the City Council of the Town; and (3) funds for this Contract/Purchase Order that are or were to be provided by grant or through a third party are withheld, denied or are otherwise not available to the Town.
44. Dispute Resolution: Pursuant to subchapter I, Chapter 271, Texas Local Government Code, Seller agrees that, prior to instituting any lawsuit or other proceeding arising from any dispute or claim of breach under this Contract/Purchase Order (a “Claim”), the parties will first attempt to resolve the Claim by taking the following steps: (i) A written notice substantially describing the factual and legal basis of the Claim shall be delivered by the Seller to the Town within one-hundred eighty (180) days after the date of the event giving rise to the Claim, which notice shall request a

written response to be delivered to the Seller not less than fourteen (14) business days after receipt of the notice of Claim; (ii) if the response does not resolve the Claim, in the opinion of the Seller, the Seller shall give notice to that effect to the Town whereupon each party shall appoint a person having authority over the activities of the respective parties who shall promptly meet, in person, in a effort to resolve the Claim; (iii) if those persons cannot or do not resolve the Claim, then the parties shall each appoint a person from the highest tier of managerial responsibility within each respective party, who shall then promptly meet, in person, in an effort to resolve the Claim.

45. Disclosure of Certain Relationships: Chapter 176 of the Texas Local Government Code requires that any person, as defined in the statute, considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the Records Administrator of the Town not later than the 7th business day after the later of (a) the date the person (i) begins discussions or negotiations to enter into a contract with the local governmental entity, or (b) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity, or (b) the date the person becomes aware (i) of an employment or other business relationship with a local government officer, or a family member of the officer, described by the statute, or (ii) that the person has given one or more gifts described in the statute. See Section 176.006, Local Government Code. A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. The questionnaire may be found at www.ethics.state.tx.us/forms/CIQ.pdf By submitting a response to this request, Seller represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code.

46. Force Majeure: To the extent either the Town or Seller shall be wholly or partially prevented or delayed from the performance of this Contract/Purchase Order or of any obligation or duty under this Contract/Purchase Order placed on such party, by reason of or through work strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, court judgment, act of God, or other specific cause reasonably beyond the party's control and not attributable to its malfeasance, neglect or nonfeasance, then in such event, such party shall give notice of the same to the other party (specifying the reason for the prevention) and the time for performance of such obligation or duty shall be suspended until such disability to perform is removed.

47. BAFO: During evaluation process Town reserves the right to request a best and final offer upon completion of negotiations.

48. Silence of Specifications: The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

49. Applicable Law: This agreement shall be governed by the laws of the State of Texas, including, when applicable, the Uniform Commercial Code as adopted by the State of Texas (excluding any rule or principle that would refer to and apply the substantive law of another state or jurisdiction), as effective and in force on the date of this Contract/Purchase Order, without regard

to its conflict of laws rules or the conflict of law rules of any other jurisdiction. The foregoing, however, shall not be construed or interpreted to limit or restrict the right or ability of the City to seek and secure injunctive or any other relief from any competent authority as contemplated herein.

50. Venue: This Contract/Purchase Order is performable in Dallas County, Texas, and venue for any suit, action, or legal proceeding under or in connection with this Contract/Purchase Order shall lie exclusively in Dallas County, Texas. Seller submits to the exclusive jurisdiction of the courts in Dallas County, Texas for purposes of any such suit, action, or proceeding hereunder, and waives any claim that any such suit, action, or legal proceeding has been brought in an inconvenient forum or that the venue of that proceeding is improper.

51. Cost of Response: Any cost incurred by the Seller in responding to the Request for Proposal is the responsibility of the Seller and cannot be charged to the Town.

52. Prohibition Against Personal Interest in Contracts: No Town of Addison officer or employee shall have a direct or indirect financial interest in any contract with the Town, or be directly or indirectly financially interested in the sale of land, materials, supplies or services to the Town.

53. Prior or Pending Litigation or Lawsuits: Each Seller must include in its proposal a complete disclosure of any alleged significant prior or ongoing contract failures, any civil or criminal litigation or investigation pending which involves the Seller or in which the Seller has been judged guilty or liable.

54. Severability: The invalidity, illegality, or unenforceability of any provision of this Contract/Purchase Order shall in no way affect the validity or enforceability of any other portion or provision of this Contract/Purchase Order. Any void or invalid provision shall be deemed severed from this Contract/Purchase Order and the balance of the Contract/Purchase Order shall be construed and enforced as if the Contract/Purchase Order did not contain the particular portion or provision held to be void. The parties further agree to reform the Contract/Purchase Order to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent this entire Contract/Purchase Order from being void should a provision which is the essence of the Contract/Purchase Order be determined to be void.

55. Headings; "Includes": The headings of this Contract/Purchase Order are for convenience of reference only and shall not affect in any manner any of the terms and conditions hereof. The words "includes" and "including" are terms of enlargement and not of limitation or exclusive enumeration, and use of the terms does not create a presumption that components not expressed are excluded.

56. Conflict: When there is a conflict between the this purchase order (including, without limitation, these Terms and Conditions) and the Seller's invoice, this purchase order shall prevail.

57. Response Contractual Obligation; Waiver: This response, submitted documents, and any negotiations, when properly accepted by the Town, shall constitute a contract equally binding

between the successful Seller and the Town. No different or additional terms will become part of this Contract/Purchase Order except as properly executed in an addendum or change order. **By submitting a bid, Seller waives any claim it has or may have against the Town, its officials, officers, employees, and agents, arising out of or in connection with the administration, evaluation, or recommendation of any bid, acceptance or rejection of any bid, and the award of a contract.**

58. No Waiver of Immunity. Notwithstanding any other of this Contract/Purchase Order, nothing in this Contract/Purchase Order shall or may be deemed to be, or shall or may be construed to be, a waiver or relinquishment of any immunity, defense, or tort limitation to which the Town, its officials, officers, employees, representatives, and agents are or may be entitled, including, without limitation, any waiver of immunity to suit.

59. No Boycotting Israel. The entity contract with the Town of Addison does not boycott Israel and will not boycott Israel during the term of the contract. Reference HB 89 as it relates to Chapter 2270 of the Texas Government Code. Boycott Israel means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

TOWN OF ADDISON, TEXAS
CONTRACTOR INSURANCE REQUIREMENTS & AGREEMENT

REQUIREMENTS

Contractors performing work on TOWN OF ADDISON property or public right-of-way shall provide the TOWN OF ADDISON a certificate of insurance or a copy of their insurance policy(s) (and including a copy of the endorsements necessary to meet the requirements and instructions contained herein) evidencing the coverages and coverage provisions identified herein within ten (10) days of request from TOWN OF ADDISON. Contractors shall provide TOWN OF ADDISON evidence that all subcontractors performing work on the project have the same types and amounts of coverages as required herein or that the subcontractors are included under the contractor's policy. Work shall not commence until insurance has been approved by TOWN OF ADDISON.

All insurance companies and coverages must be authorized by the Texas Department of Insurance to transact business in the State of Texas and must have a A.M. Best's rating A-:VII or greater.

Listed below are the types and minimum amounts of insurances required and which must be maintained during the term of the contract. TOWN OF ADDISON reserves the right to amend or require additional types and amounts of coverages or provisions depending on the nature of the work.

TYPE OF INSURANCE	AMOUNT OF INSURANCE	PROVISIONS
1. Workers' Compensation Employers' Liability to include: (a) each accident (b) Disease Policy Limits (c) Disease each employee	Statutory Limits per occurrence Each accident \$1,000,000 Disease Policy Limits \$1,000,000 Disease each employee \$1,000,000	TOWN OF ADDISON to be provided a <u>WAIVER OF SUBROGATION AND 30 DAY NOTICE OF CANCELLATION</u> or material change in coverage. Insurance company must be A-:VII rated or above.
2. Commercial General (Public) Liability to include coverage for: a) Bodily Injury b) Property damage c) Independent Contractors d) Personal Injury e) Contractual Liability	Bodily Injury/Property Damage per occurrence \$1,000,000, General Aggregate \$2,000,000 Products/Completed Aggregate \$2,000,000, Personal Advertising Injury per occurrence \$1,000,000, , Medical Expense 5,000	<u>TOWN OF ADDISON to be listed as ADDITIONAL INSURED and provided 30 DAY NOTICE OF CANCELLATION</u> or material change in coverage. Insurance company must be A-:VII rated or above.
3. Business Auto Liability to include coverage for: a) Owned/Leased vehicles b) Non-owned vehicles c) Hired vehicles	Combined Single Limit \$1,000,000	<u>TOWN OF ADDISON to be listed as ADDITIONAL INSURED and provided 30 DAY NOTICE OF CANCELLATION</u> or material change in coverage. Insurance company must be A:VII-rated or above.

Certificate of Liability Insurance forms (together with the endorsements necessary to meet the requirements and instructions contained herein) may be **faxed** to the Purchasing Department: **972-**

450-7074 or emailed to: purchasing@addisontx.gov. Questions regarding required insurance should be directed to the Purchasing Manager.

With respect to the foregoing insurance,

1. All liability policies shall contain no cross liability exclusions or insured versus insured restrictions applicable to the claims of the Town of Addison.
2. All insurance policies shall be endorsed to require the insurer to immediately notify the Town of Addison, Texas of any material change in the insurance coverage.
3. All insurance policies shall be endorsed to the effect that the Town of Addison, Texas will receive at least thirty (30) days' notice prior to cancellation or non-renewal of the insurance.
4. All insurance policies, which name the Town of Addison, Texas as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.
5. Insurance must be purchased from insurers that are financially acceptable to the Town of Addison and licensed to do business in the State of Texas.

All insurance must be written on forms filed with and approved by the Texas Department of Insurance. Upon request, Contractor shall furnish the Town of Addison with complete copies of all insurance policies certified to be true and correct by the insurance carrier.

This form must be signed and returned with your quotation. You are stating that you do have the required insurance and if selected to perform work for TOWN OF ADDISON, will provide the certificates of insurance (and endorsements) with the above requirements to TOWN OF ADDISON within 10 working days.

A CONTRACT/PURCHASE ORDER WILL NOT BE ISSUED WITHOUT EVIDENCE AND APPROVAL OF INSURANCE.

AGREEMENT

I agree to provide the above described insurance coverages within 10 working days if selected to perform work for TOWN OF ADDISON. I also agree to require any subcontractor(s) to maintain insurance coverage equal to that required by the Contractor. It is the responsibility of the Contractor to assure compliance with this provision. The Town accepts no responsibility arising from the conduct, or lack of conduct, of the Subcontractor.

Project/Bid#

Company:

Printed Name:

Signature: **Date:**

Town of Addison Indemnification Agreement

Contractor's Indemnity Obligation. Contractor covenants, agrees to, and shall DEFEND (with counsel reasonably acceptable to Owner), INDEMNIFY, AND HOLD HARMLESS Owner, its past, present and future elected and appointed officials, and its past, present and future officers, employees, representatives, and volunteers, individually or collectively, in both their official and private capacities (collectively, the "Owner Persons" and each being an "Owner Person"), from and against any and all claims, liabilities, judgments, lawsuits, demands, harm, losses, damages, proceedings, suits, actions, causes of action, liens, fees (including attorney's fees), fines, penalties, expenses, or costs, of any kind and nature whatsoever, made upon or incurred by Owner and/or Owner Person, whether directly or indirectly, (the "Claims"), that arise out of, result from, or relate to: (i) the services to be provided by Contractor pursuant to this Agreement, (ii) any representations and/or warranties by Contractor under this Agreement, (iii) any personal injuries (including but not limited to death) to any Contractor Persons (as hereinafter defined) and any third persons or parties, and/or (iv) any act or omission under, in performance of, or in connection with this Agreement by Contractor or by any of its owners, directors, officers, managers, partners, employees, agents, contractors, subcontractors, invitees, patrons, guests, customers, licensees, sublicensees, or any other person or entity for whom Contractor is legally responsible, and their respective owners, directors, officers, directors, officers, managers, partners, employees, agents, contractors, subcontractors, invitees, patrons, guests, customers, licensees, sublicensees (collectively, "Contractor Persons"). **SUCH DEFENSE, INDEMNITY AND HOLD HARMLESS SHALL AND DOES INCLUDE CLAIMS ALLEGED OR FOUND TO HAVE BEEN CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE OR GROSS NEGLIGENCE OF OWNER OR ANY OTHER OWNER PERSON, OR CONDUCT BY OWNER OR ANY OTHER OWNER PERSON THAT WOULD GIVE RISE TO STRICT LIABILITY OF ANY KIND.**

Contractor shall promptly advise Owner in writing of any claim or demand against any Owner Person related to or arising out of Contractor's activities under this Agreement and shall see to the investigation and defense of such claim or demand at Contractor's sole cost and expense. The Owner Persons shall have the right, at the Owner Persons' option and own expense, to participate in such defense without relieving Contractor of any of its obligations hereunder. This defense, indemnity, and hold harmless provision shall survive the termination or expiration of this Agreement.

The provisions in the foregoing defense, indemnity and hold harmless are severable, and if any portion, sentence, phrase, clause or word included therein shall for any reason be held by a court of competent jurisdiction to be invalid, illegal, void, or unenforceable in any respect, such invalidity, illegality, voidness, or unenforceability shall not affect any other provision thereof, and this defense, indemnity and hold harmless provision shall be considered as if such invalid, illegal, void, or unenforceable provision had never been contained in this Agreement. **In that regard, if the capitalized language included in the foregoing indemnity is so determined to be void or unenforceable, the parties agree that:**

- (i) the foregoing defense, indemnity, and hold harmless obligation of Contractor shall be to the extent Claims are caused by, arise out of, or result from, in whole or in part, any act or omission of Contractor or any Contractor Persons; and**
- (ii) notwithstanding the provisions of the foregoing subparagraph (i), to the fullest**

extent permitted by law, Contractor shall INDEMNIFY, HOLD HARMLESS, and DEFEND Owner and Owner Persons from and against all Claims arising out of or resulting from bodily injury to, or sickness, disease or death of, any employee, agent or representative of Contractor or any of its subcontractors, regardless of whether such Claims are caused, or are alleged to be caused, in whole or in part, by the negligence, or any act or omission, of Owner or any Owner Persons, it being the expressed intent of Owner and Contractor that IN SUCH EVENT THE CONTRACTOR'S INDEMNITY, HOLD HARMLESS, AND DEFENSE OBLIGATION SHALL AND DOES INCLUDE CLAIMS ALLEGED OR FOUND TO HAVE BEEN CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE OR GROSS NEGLIGENCE OF OWNER OR ANY OTHER OWNER PERSON, OR CONDUCT BY OWNER OR ANY OTHER OWNER PERSON THAT WOULD GIVE RISE TO STRICT LIABILITY OF ANY KIND. The indemnity obligation under this subparagraph (ii) shall not be limited by any limitation on the amount or type of damages, compensation, or benefits payable by or for Contractor under workers compensation acts, disability benefit acts, or other employee benefit acts.

I understand that the indemnification provisions are required of all Town of Addison Contracts. I have read the provisions and agree to the terms of these provisions.

Project/Bid#:

Company Name:

Signature: Date:

Information and Instruction Form

RESPONSES THAT DO NOT CONTAIN THIS COMPLETED FORM MAY NOT BE COMPLIANT

Section I Company Profile

Name of Business:

Business Address: 5
 6

Contact Name:

Phone#:

Fax#:

Email:

Name(s) Title of Authorized Company Officers:

Federal ID #: W-9 Form: A W-9 form will be required from the successful bidder.

DUN #:

Remit Address: If different than your physical address: 5
 6

Section II Instructions to Bidders

Electronic Bids: The Town of Addison uses BidSync to distribute and receive bids and proposals. There will be **NO COST** to the Contractor/Supplier for Standard bids or proposals. For **Cooperative Bids and Reverse Auctions ONLY**, the successful contractor/supplier agrees to pay BidSync a transaction fee of one percent (1%) of the total amount of all contracts for goods and/or services. **Cooperative Bids and Reverse Auctions** will be clearly marked on the bid documents. To assure that all contractors/suppliers are treated fairly, the fee will be payable whether the bid/proposal is submitted electronically, or by paper means. Refer to www.bidsync.com for further information.

Contractor/Supplier Responsibility: It is the contractor/suppliers responsibility to check for any addenda or questions and answers that might have been issued before bid closing date and time. Contractors/Suppliers will be notified of any addenda and Q&A if they are on the invited list, they view the bid, or add themselves to the watch list.

Acknowledgement of Addenda: #1 #2 #3 #4 #5

Delivery of Bids: For delivery of paper bids our physical address is:

Town of Addison

5350 Beltline Road

Addison, TX 75001

Attn: Purchasing Department

Contractor/Supplier Employees: No Contractor/Supplier employee shall have a direct or indirect financial interest in any contract with the town, or be directly or indirectly financially interested in the sale of land, materials, supplies or services to the town.

Deliveries: All deliveries will be F.O.B. Town of Addison. All Transportation Charges paid by the contractor/supplier to Destination.

Payment Terms: A Prompt Payment Discount of % is offered for Payment Made Within Days of Acceptance of Goods or Services. If Prompt Payments are not offered or accepted, payments shall be made 30 days after receipt and acceptance of goods or services or after the date of receipt of the invoice whichever is later.

Delivery Dates: Delivery Dates are to be specified in Calendar Days from the Date of Order.

Bid Prices: Pre-Award bid prices shall remain Firm and Irrevocable for a Period of Days.

Exceptions: Contractor/Supplier does not take Exception to Bid Specifications or Other Requirements of this Solicitation. If neither exceptions box is checked, default shall be "No Exceptions"

Contractor/Supplier take the following Exception(s) to the Bid Specifications or Other Requirements of this Solicitation (Explain in Detail). If box checked but no exceptions are listed, default shall be "No Exceptions"

Historically Underutilized Business (HUB): It is the policy of the Town of Addison to involve HUBs in the procurement of goods, equipment, services and construction projects. Prime Contractors/Suppliers are encouraged to provide HUBs the opportunity to compete for sub-contracting and other procurement opportunities. A listing of HUBs in this area may be accessed at the following State of Texas Website.

<http://www.window.state.tx.us/procurement/cmb/cmbhub.html>.

HUB Owned Business Yes No Include a current copy of your HUB certification with your response or insert Certification number and expire date

Other Government Entities: Would bidder be willing to allow other local governmental entities to participate in this contract, if awarded under the same Terms and Conditions? Yes No

Bid Bond: Is Bid Bond attached if applicable? Yes No

Termination: The town at any time after issuance of this agreement, by 30 days written notice, has the absolute right to terminate this agreement for cause or convenience. Cause shall be the contractor/supplier's refusal or failure to satisfactorily perform or complete the work within the time specified, or failure to meet the specifications, quantities, quality and/or other requirements specified in the contract/purchase order. In such case the supplier shall be liable for any damages suffered by the town. If the agreement is terminated for convenience, the supplier has no further obligation under the agreement. Payment shall be made to cover the cost of material and work in process or "consigned" to the town as of the effective date of the termination.

Bidder Compliance: Bidder agrees to comply with all conditions contained in this Information and Instruction Form and the additional terms and conditions and specifications included in this request. The undersigned hereby agrees to furnish and deliver the articles or services as specified at the prices and terms herein stated and in strict accordance with the specifications and conditions, all of which are made a part of your offer. Your offer is not subject to withdrawal after the award is made.

The Town of Addison reserves the right to reject all or part of the offer and to accept the offer considered most advantageous to the town by item or total bid.

The Town of Addison will award to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the Town.

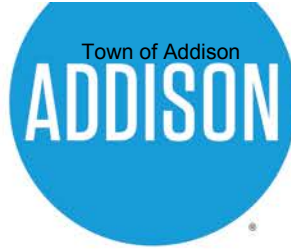
I hereby certify that all of the information provided in sections I and II are true and accurate to the best of my knowledge.

Signature: Date:

Title:

Signature certifies no changes have been made to the content of this solicitation as provided by the Town of Addison.

10/17/17



2018 SPECIAL EVENTS



TASTE ADDISON

May 18-20 • Addison Circle Park
TasteAddisonTexas.com

A celebration of food, music, and fun, this three-day festival features more than 25 Addison restaurants serving generous samplings of their food at reduced prices. Festivities include musical entertainment, carnival rides, wine & beer tastings, children's entertainment and more. Admission is \$20 for ages 12 and older.



SUMMER SERIES

Saturdays, June-August • Beckert Park
AddisonSummerSeries.com

Guests can pack a picnic and enjoy live entertainment Saturday nights in June, July and August. Admission is free.

ADDISON KABOOM TOWN! ®

July 3 • Addison Circle Park
AddisonKaboomTown.com

Addison's most explosive party of the year features dazzling fireworks choreographed to music, food, live music, the Addison Airport Air Show featuring the spectacular Cavanaugh Flight Museum's historic warbird flyover and more. Admission is free.



ADDISON OKTOBERFEST

September 20-23 • Addison Circle Park
AddisonOktoberfest.com

Named one of the country's most authentic Oktoberfest celebrations by *Forbes* and *USA Today*, Addison Oktoberfest features four days of family-oriented entertainment. Serving special "Oktoberfest" beer along with incredible German culinary fare. The festival also includes a Marketplace, music, and kid-friendly options like rides, midway games, and much more. Admission is \$10 for ages 12 and older.



Facebook.com/VisitAddison
Twitter.com/VisitAddison
Instagram.com/VisitAddison

**SPECIAL
EVENTS**

P.O. Box 9010
Addison, TX 75001

phone: 972.450.2851
fax: 972.450.6225

ADDISONTEXAS.NET

**IT ALL COMES
TOGETHER.**

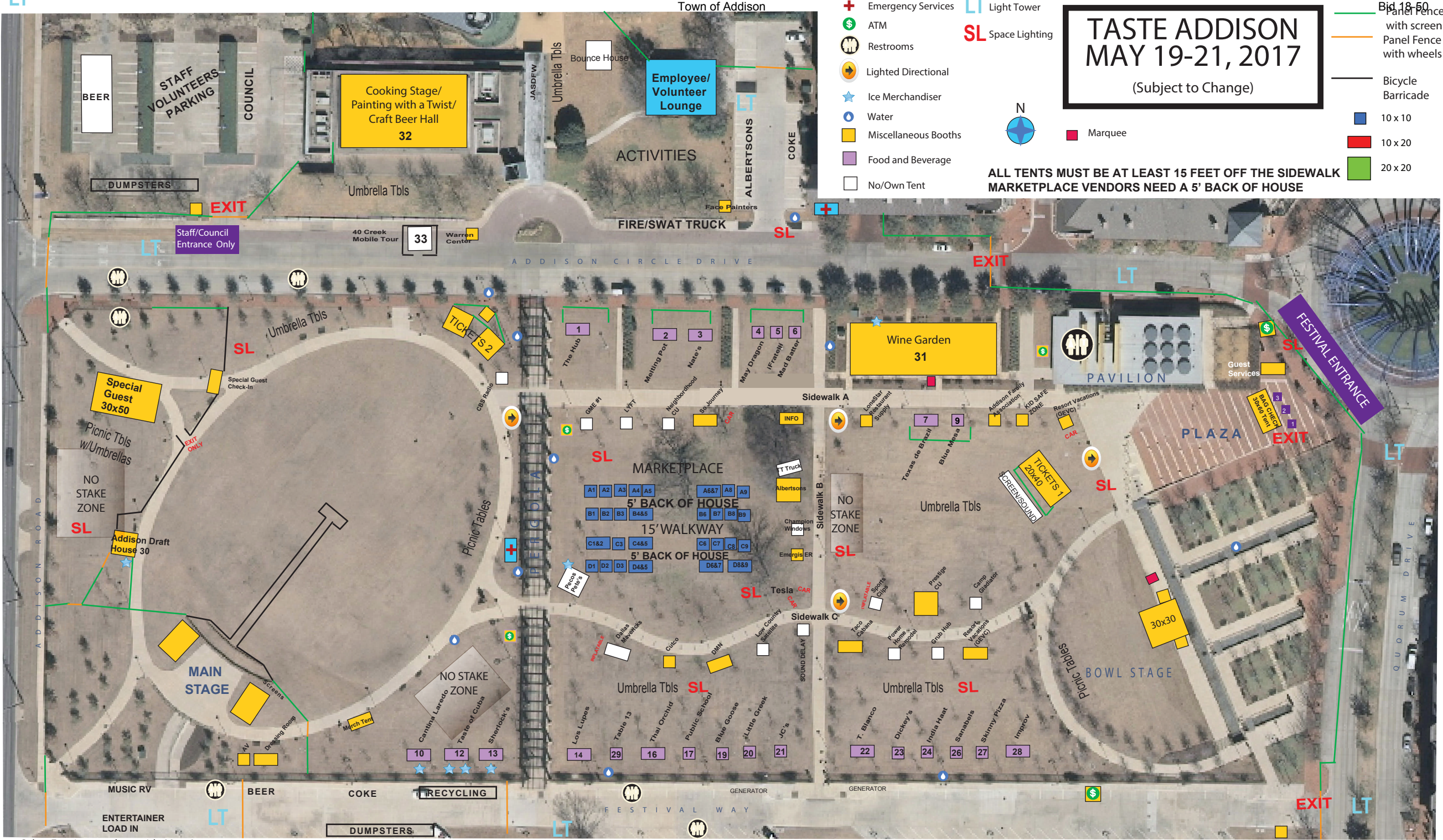
TASTE ADDISON MAY 19-21, 2017

(Subject to Change)

- + Emergency Services
- \$ ATM
- ♿ Restrooms
- ➡ Lighted Directional
- ★ Ice Merchandiser
- Water
- Miscellaneous Booths
- Food and Beverage
- No/Own Tent
- LT Light Tower
- SL Space Lighting
- Marquee

- Panel Fence with screen
- Panel Fence with wheels
- Bicycle Barricade
- 10 x 10
- 10 x 20
- 20 x 20

**ALL TENTS MUST BE AT LEAST 15 FEET OFF THE SIDEWALK
MARKETPLACE VENDORS NEED A 5' BACK OF HOUSE**



Other Fencing needs outside Map Area:
1/12/2018 3:24 PM
Crossroads gate/parking lot - 65' panel with windscreen

LT Gravel Lot
LT 2 @ Air Port

KABOOM TOWN! July 3, 2017 (Subject to Change)

ALL TENTS MUST BE AT
LEAST 15 FEET OFF
THE SIDEWALK



- ATM
- Water
- Restroom
- Gray Water Barrel
- Lighted Directional
- Sponsor/Activities/TOA Tents
- Bringing Own Tent
- Food - Taste of Cuba
- Beverage Sales - Taste of Cuba
- Sidewalk
- Light Tower
- Space Lighting
- Normal fence
- Bike Rack
- Panel fence with screen
- Panel fence with wheels



4 Units at Car Wash Parking Lot

Edwin Lewis @ Spectrum

OKTOBERFEST SEPT 14-17, 2017

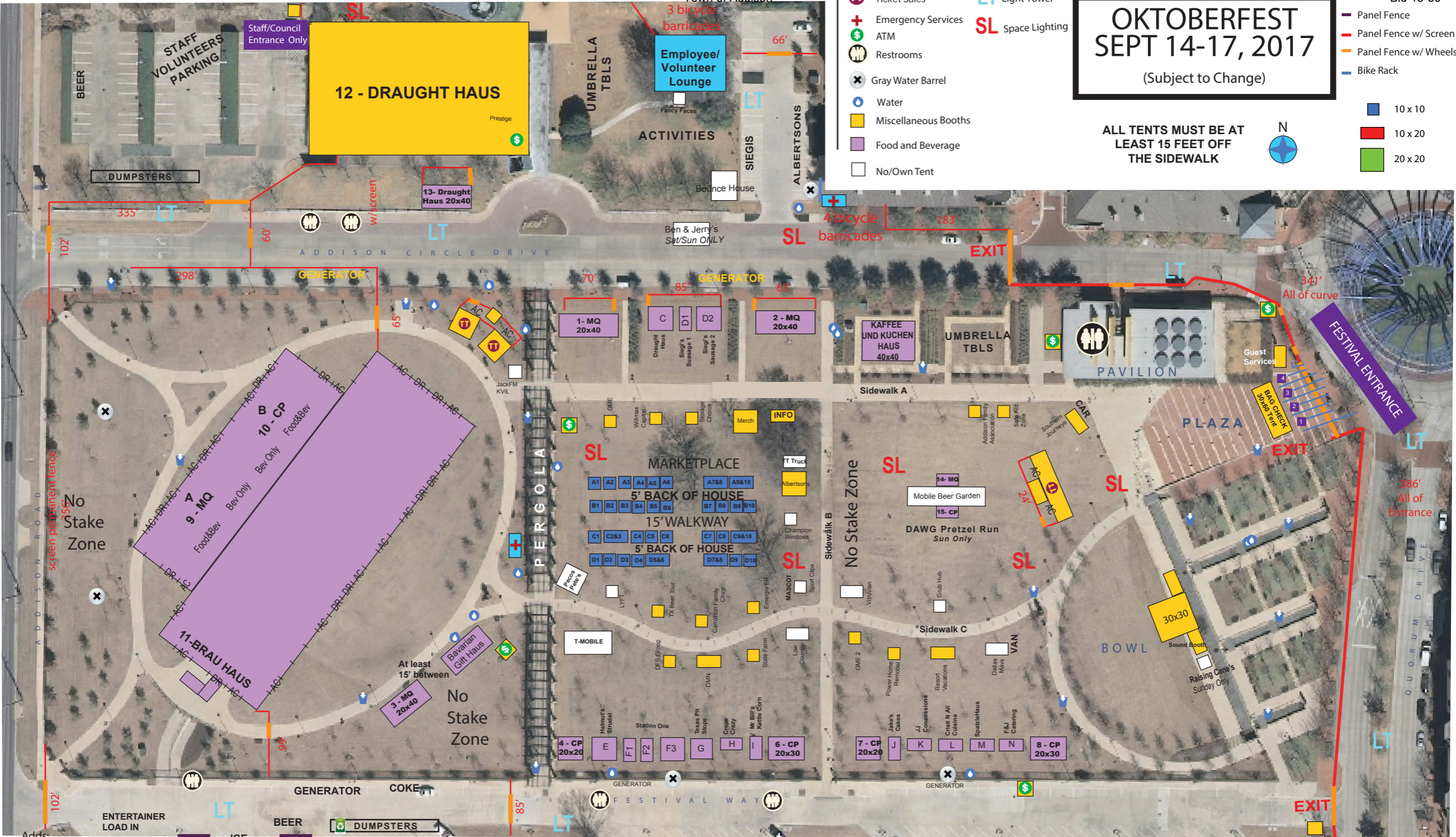
(Subject to Change)

- TT Ticket Sales
- + Emergency Services
- \$ ATM
- Restrooms
- x Gray Water Barrel
- Water
- Miscellaneous Booths
- Food and Beverage
- No/Own Tent

- LT Light Tower
- SL Space Lighting

- Panel Fence
- Panel Fence w/ Screen
- Panel Fence w/ Wheels
- Bike Rack
- 10 x 10
- 10 x 20
- 20 x 20

ALL TENTS MUST BE AT
LEAST 15 FEET OFF
THE SIDEWALK



Adds: 1) 2016 Broadway: 4'-49'-64'

2) Broadway: 3 panels
3) McIntire: 3 Panels
4) DART: 2 Bicycle Barricades

5) Arapaho/Quorum: 72' Bicycle Barricades

CARNIVAL

5 - CP 20x20

LT 2 @ Broadway

LT 2 @ Carnival Field

CARNIVAL

Question and Answers for Bid #18-50 - Electrical and Air Conditioning Rental and Services

Overall Bid Questions

There are no questions associated with this bid.