



## **ADDENDUM # 1 SOLICITATION RFP# 2021-21**

### **Holiday Design and Outdoor Décor**

This addendum is being issued to announce, revise, clarify and address questions or certain issues that have occurred since the solicitation was originally issued. This addendum will also provide the link to the public bid opening.

All contents of this addendum shall be incorporated into the solicitation documents and the ensuing contract with the awarded Contractor. It is the Contractor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid response. Acknowledgement may be confirmed by noting the total number of addenda on the Signatory Sheet (e.g. Addenda 1 of 1). Failure of a Contractor to acknowledge each addendum may prevent the bid from being considered for award and deem the Contractor as non-responsive.

#### **Q & A**

**Question:** Is there any plans specifications budgets or ideas on this proposal?

**Response:** I read this as asking for three items: plans or specs, budgets, or ideas. The proposal only provides the locations for the decorations and specifies that they be appropriate to the season. They should be non-denominational. The Town wants to see the creativity of the vendor with regard to color schemes and plans. The budget shall not exceed \$15,000.

**All prospective Respondents are reminded and hereby instructed not to contact any member of the Town of Bluffton Council, Town Manager or Town of Bluffton staff members, other than the noted contact person OR the Town's Purchasing Administrator regarding this solicitation or their response at any time during the solicitation and award process. Any such contact may be cause for rejection of your submittal.**