



THE CITY OF KEY WEST

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ADDENDUM NO. 1

Bahama Village Goombay Festival Production Services

RFP 24-004

This addendum is issued as supplemental information for clarification. The referenced request for proposal is hereby addended in accordance with the following items:

The following questions have been received by the City and are answered below.

1. Can you provide any more historical detail about the festival layout, music program, number and location of stages, etc? Assuming you want to keep the same basic blueprint from previous years.
 - a. Any feedback related to desired modifications to the current program/layout?
 - Historically, Goombay encompassed Petronia Street from Duval Street to Fort Street with a carnival at the end of Petronia on the former Fort Street Field, now the site of the 3.2 Lofts Construction project.
 - Last year, due to construction, Goombay encompassed a reduced area from Petronia Street to Emma Street which is where the stage was set. This will be the same area for Goombay 2024 which is covered in the separately attached document titled, Goombay Area.
 - Next year, the last block of Petronia from Emma Street to Fort Street will be completed and allowed to be used as part of the event laydown area.
 - Last year the stage was placed at the intersection of Emma Street facing Duval Street. I anticipate this year will be the same.
2. Is the incumbent Production Company also bidding on this RFP? ,, and have there been any problems with the recent production that needs to be addressed? **No problems with prior production company.**
3. Regarding the "Right of way FEE" noted in section 3.3: Should this fee be budgeted into the proposal cost as a line item? Do you have any other budgetary guidelines based on previous years events (music talent budget)? Does the event have a total budget target/cap that we should work against? **We do not have any budgetary guidelines for the event other than the Right of Way fee which should be included in the proposed budget.**
4. Regarding the last bullet in section 3.4: Can you provide more context/detail related to the "Raise other funding and secure in-kind contributions as required to produce the music festival." -- does this refer to sponsorships, vendor fees, etc?... or something else. Can you provide examples of how this was done in past years? **This bullet refers to the fact that the production company is responsible for payments to vendors through outside funding and not via City resources.**
5. Generally speaking, are your looking for a new Production Company to make changes to the event? Or are you reasonably happy with the current producer? **The City must go out to bid for these services per our Procurement Policy.**