

**AUDIO, LIGHTING, STAGING AND BACKLINE DURING THE ANNUAL
NEW YORK STATE FAIR
AT THE NEW YORK STATE FAIRGROUNDS**

IFB #0182

**Addendum 2
Issued May 23, 2018
Amendment**

Page 5, Section 1.5 of the IFB shall be amended as follows:

1.5 IFB TIMELINE

Publication in Contract Reporter	May 9, 2018
Deadline for Submission of Written Questions	May 18, 2018 by 3:00 p.m. (EST) Extended to May 30, 2018.
Last update of answers or issuance of IFB Addendum	May 22, 2018 Extended to June 4, 2018.
Submission Deadline	June 4, 2018 by 3:00 p.m. (EST) Extended to June 13, 2018 (EST).
Bid Opening	June 5, 2018 June 14, 2018.

The Department intends to make an award within thirty (30) days of the Bid Response due date. The contract will require approval from the Office of the Attorney General of the State of New York (AG) and the Office of the State Comptroller of the State of New York (OSC) before it becomes effective.

Page 6, Section 2.2 of the IFB shall be amended as follows:

2.2 SCOPE OF WORK

During the term of the contract, the selected Contractor will be responsible for providing the following services:

A. Lot 1 - Audio

The Contractor shall provide the audio equipment listed in “Attachment 1 - Bid Form” in the quantities ordered by AGM each year. The Contractor will be responsible for the delivery, set-up, tear down and pick-up of all requested audio equipment for all stages except Chevy Court, Experience Stage, and during Gospel Weekend at the Talent Showcase Stage. For Chevy Court, the Experience Stage and during Gospel Weekend at the Talent Showcase Stage, the Contractor will be responsible for the delivery and pick-up only (AGM will provide stagehands to set-up and tear down the audio equipment).

In addition, the Contractor shall provide necessary technicians and/or engineers to operate audio equipment at Chevy Court, the Experience Stage, and Pan African Village Stage. For the 2017 State Fair, there were 2 sound engineers for Chevy Court, 2 sound engineers for the Experience Stage, and 1 sound engineer for the Pan African Village Stage for each event held at those stages.

The Contractor must provide all materials and equipment necessary to safely stack, support, suspend, rig, fly, and place all Contractor supplied audio equipment to the satisfaction of AGM. All cable and wires for audio systems must be safely secured and not be exposed or come in contact with the public or performers. All cable and wires laid through walkways must be properly secured and covered with carpet or other flooring material to produce a smooth transition for walking.

AGM will provide the Contractor with the list and quantities of audio equipment needed by July 15 of each year of the contract.

The delivery, set-up, testing and tuning of the audio equipment shall be completed by noon one (1) day prior to the first day of the State Fair each year. The tear down and pick-up of the equipment may begin no earlier than 7:00 a.m. on the day after the last day of the State Fair each year, and completed no later than seven (7) days after the last day of the State Fair.

B. Lot 2 - Lighting

The Contractor shall provide the lighting equipment listed in “Attachment 1 - Bid Form” in the quantities ordered by AGM each year. The Contractor will be responsible for the delivery, set-up, tear down and pick-up of all requested lighting equipment for all stages except Chevy Court, Experience Stage, and during Gospel Weekend at the Talent Showcase Stage. For Chevy Court, the Experience Stage and during Gospel Weekend at the Talent Showcase Stage, the Contractor will be responsible for the delivery and pick-up only (AGM will provide stagehands to set-up and tear down the lighting equipment).

In addition, the Contractor shall provide necessary technicians and/or engineers to operate lighting equipment at Chevy Court, the Experience Stage, and Pan African Village Stage. For the 2017 State Fair, there were 2 lighting technicians/engineers for Chevy Court, 2 lighting technicians/engineers for the Experience Stage, and 1 lighting technician/engineer for the Pan African Village Stage for each event held at those stages.

The Contractor must provide all materials and equipment necessary to safely stack, support, suspend, rig, fly, and place all contractor supplied lighting equipment to the satisfaction of the New York State Fair. All cable and wires for the lighting systems must be safely secured and not be exposed or come in contact with the public or performers. All cable and wires laid through walkways must be properly secured and covered with carpet or other flooring material to produce a smooth transition for walking.

AGM will provide the Contractor with the list and quantities of the lighting equipment needed by July 15 of each year of the contract.

The delivery of the lighting equipment must be completed no later than noon one (1) day prior to the first day of the State Fair. The removal of the equipment may begin no earlier than 7:00 a.m. on the day after the last day of the State Fair each year, and must be completed no later than seven (7) days after the last day of the State Fair.

C. Lot 3 - Staging

The Contractor shall provide the staging listed in “Attachment 1 - Bid Form” in the quantities ordered by AGM each year. The Contractor will be responsible for the delivery, set-up, tear down and pick-up of all requested staging and equipment.

The Contractor shall provide schematic drawings with the lay-out of equipment, specifications on staging structures and engineered drawings when needed for building and/or fire code compliance. Any staging that is erected shall also meet minimum OSHA standards.

AGM will provide the Contractor with the list and quantities of the staging needed by July 15 of each year of the contract.

The delivery and set-up of the staging must be completed no later than noon two (2) days prior to the first day of the State Fair. The tear down and pick-up of the equipment may begin no earlier than 7:00 a.m. on the day after the last day of the State Fair each year, and must be completed no later than seven (7) days after the last day of the State Fair.

D. Lot 4 - Backline

The Contractor shall provide backline equipment for various concerts (based upon band requests) to be held during the State Fair. The Contractor will be responsible for the delivery, set-up, tear down and pick-up of all requested backline equipment as well as any materials or equipment that may be needed for the operation, performance and protection of the backline.

The Contractor must have equipment in inventory or readily available to provide the needed equipment in a timely manner. The Contractor must provide one (1) qualified technician familiar with all aspects of the supplied backline equipment. The technician must be on-site at hours to be determined by AGM. The technician shall look presentable and wear a shirt that displays the name of the Contractor.

The Contractor must provide all materials and equipment necessary to safely stack, support, suspend, rig, fly and place all Contractor supplied backline equipment to the satisfaction of AGM.

It will be the Contractor's responsibility to advance each show with AGM and to obtain riders and backline equipment requirements. Any additions, changes or deletions to the equipment list based upon the most current riders must be approved in advance by AGM.

The equipment must be the item that is specified or an approved equivalent or equal, in like-new condition, and, unless otherwise approved by AGM, must be delivered by 9:00 a.m. on the day of the show and picked-up after 10:30 p.m. on the night of the show.

Page 8, Section 3.1 of the IFB shall be amended as follows:

3.1 SUBMISSION TIMELINE

All bid submission documents required to be responsive for bid evaluation must be received by the Department no later than 3:00 PM (EST) on ~~June 4, 2018~~ June 13, 2018 in order to be considered. The Department reserves the right to request any missing information from those items marked with an asterisk (*) on the Submission Documents Checklist. Bidder will have three (3) business days to provide any missing information requested by the Department for those items marked with an asterisk (*) on the Submission Documents Checklist. All remaining forms and documents required to be completed after notification of selection is made shall be submitted to the Department by the selected contractor prior to execution of the contract.

Any questions concerning this IFB must be received by 3:00 PM (EST) on ~~May 18, 2018~~ May 30, 2018. Questions must be submitted in writing via email to Kimberly Carr at procurement.info@agriculture.ny.gov. Please list "AUDIO, LIGHTING, STAGING AND BACKLINE DURING THE ANNUAL NEW YORK STATE FAIR IFB#0182" in the subject line.

A Question and Answer document will be posted to the Department website: www.agriculture.ny.gov under “Funding Opportunities” no later than ~~May 22, 2018~~ June 4, 2018. No individual written responses will be provided.

Any revisions to this invitation will be posted on the Department’s website, www.agriculture.ny.gov under “Funding Opportunities”. All bidders are responsible for keeping informed of any revisions to this invitation. All questions and answers shall be incorporated into the IFB which will be part of the awarded contract. If you are unable to access the Department’s website, please contact Kimberly Carr at procurement.info@agriculture.ny.gov to arrange for alternate delivery, or at the following mailing address: New York State Department of Agriculture and Markets, Fiscal Department, Attn: Kimberly Carr, 10B Airline Drive, Albany, New York, 12235.

The Submission Documents shall be amended as follows:

Replace “Attachment 1 – Bid Form” with the revised “Attachment 1 – Bid Form” dated 5/23/2018.