

Dated: January 17, 2012



**ADDENDUM NO. 1**

**REQUEST FOR PROPOSALS (RFP) NO. 2012-FT-5**  
**MOBILE GOURMET FOOD TRUCKS AT THE LARKSPUR FERRY TERMINAL**

To All Prospective Proposers:

The Golden Gate Bridge, Highway and Transportation District (District) herewith issues Addendum No. 1 to the above-referenced Request for Proposals (RFP). Addendum No. 1 is hereby incorporated and made part of the RFP Documents. Except as specifically modified by this document, all other terms and conditions remain in full force and effect.

**PART ONE**  
**MODIFICATION TO LANGUAGE CONTAINED IN RFP DOCUMENTS**

The following change has been made to RFP No. 2012-FT-5, *Mobile Gourmet Food Trucks at the Larkspur Ferry Terminal*, as described below and shown in ***bold face and italic type*** on the page included with this Addendum:


**SAMPLE AGREEMENT, PAGE 2, SECTION 5, COMPENSATION TO THE DISTRICT**

Revised as set forth on attached page 2 of Sample Agreement (Revised).

**PART TWO**  
**RESPONSES TO QUESTIONS FROM POTENTIAL PROPOSERS**

The attached document entitled, "**QUESTIONS AND ANSWERS**," is in response to written inquiries submitted by potential Proposers to the District by the deadline date of Tuesday, January 10, 2012, for RFP No. 2012-FT-5, *Mobile Gourmet Food Trucks at the Larkspur Ferry Terminal*.

**Proposers shall acknowledge the inclusion of Addendum No. 1 by inserting the Addendum number in the space provided on the Acknowledgment of Addenda of the RFP Documents. Failure to do so may cause the District to deem the proposal as being unresponsive.**

  
\_\_\_\_\_  
Janet S. Tarantino, Secretary of the District

Attachments: Sample Agreement, page 2 (Revised)  
Questions and Answers



**REQUEST FOR PROPOSALS (RFP) NO. 2012-FT-5**  
**MOBILE GOURMET FOOD TRUCKS AT THE LARKSPUR FERRY TERMINAL**

**QUESTIONS AND ANSWERS**

Q1	Our truck has never parked at Larkspur for an event. Would you be able to tell us some historic numbers of other food trucks that operated there from past events?
A1	On Friday evenings during the months of mid-May through September 2011, between 4:00 p.m. and 8:00 p.m., food trucks operated from the designated area in the Larkspur Ferry Terminal parking lot. On special event nights, other service providers (musicians, deejay, etc.) were also part of the food truck event. Please refer to the following URLs for more information on last year's pilot program: <a href="http://goldengate.org/board/2011/agendas/documents/GAPI10.28.11s1_FoodTruckRFP.pdf">http://goldengate.org/board/2011/agendas/documents/GAPI10.28.11s1_FoodTruckRFP.pdf</a> ; and <a href="http://goldengate.org/board/2011/agendas/documents/GAPI10.28.11s1FoodTruckPpt.pdf">http://goldengate.org/board/2011/agendas/documents/GAPI10.28.11s1FoodTruckPpt.pdf</a> .
Q2	What are the obligated operating times for the trucks? The RFP only details Monday through Friday with three trucks.
A2	We envision food trucks would be present for 3-4 hours between the hours of 4:00 p.m. and 8:00 p.m., depending on the season and weather, to coincide with the arrivals of our afternoon/evening commute ferries.
Q3	What are sample numbers from the pilot that were run last year from May - September?
A3	Please see A1 above.
Q4	What were the fees for the trucks to park there?
A4	In the 2011 pilot program, the District did not charge trucks to park at the Larkspur Ferry Terminal.
Q5	Who managed the pilot program?
A5	The 2011 pilot program with Ready Set Entertainment was internally managed by the District's Marketing and Communications Director.
Q6	About how many people go in and out that terminal?
A6	Golden Gate Larkspur Ferry carries about 6,000-8,000 passengers every weekday, depending on the season.
Q7	What is the target market like?
A7	According to a 2008 passenger survey, Golden Gate Larkspur Ferry riders average 46 years of age with an annual mean income of \$137,000.
Q8	What are the required operating hours for the three food trucks on a Monday through Friday basis?
A8	Please see A2 above.
Q9	Are trucks required to operate on holidays/foreseeable bad weather days?
A9	No, trucks are not required to operate on holidays / foreseeable bad weather days. See Golden Gate Ferry's holiday service calendar, which is available at: <a href="http://goldengatetransit.org/services/typesdays.php#holidaycalendar">http://goldengatetransit.org/services/typesdays.php#holidaycalendar</a> . However, there may be certain holidays that coincide with a major event / ballgame at AT&T Park that might present a good opportunity to offer food trucks.

Q10	On page 5 of the RFP, under Section A "Limited Use of Larkspur Ferry Terminal Facility", 3rd paragraph, 4 <sup>th</sup> line, it states "...may require modifications to Attachment E at any time, without two weeks' notice, designating or modifying specific times...", was the intent to say with two weeks' notice?
A10	No, the sentence is written as intended in order to point out that although the District will use its best efforts to provide two weeks' notice of the need to make modifications, in some situations, the District will not be required to give two weeks' notice.
Q11	How does the Proposer plan to report numbers and do the revenue split?
A11	Per Subsection 6.I, Proposal of Compensation to the District, of the RFP, "Proposer must submit a binding compensation proposal representing the percentage of the District's revenue share or per event flat fee, whichever is greater. Gross revenue will be based on gross revenues generated by the Food Trucks at each event." Once the successful Proposer is determined and awarded as the Event Planner for the contract, the Event Planner will be expected to submit a report with each payment in accordance with Section 12, Manner of Payment of the Sample Agreement.