

## AMENDMENT NO. 1

TO: ALL VENDORS

FROM: Damon Hightower

SUBJECT: USC-BVB-1771-DH Provide All Inclusive Choir Tour to Italy

DATE: August 3, 2010

This Amendment No. 1 modifies the Best Value Bid only in the manner and to the extent as stated herein.

ITEM ONE: QUESTIONS RECEIVED WERE CONSIDERED BY THE UNIVERSITY. A DECISION WAS MADE TO ANSWER THE QUESTIONS BASED UPON THEIR VALUE TO THE SUCCESS OF THE SOLICITATION.

BIDDER SHALL ACKNOWLEDGE RECEIPT OF AMENDMENT NO. 1 IN THE SPACE PROVIDED BELOW AND RETURN IT **WITH THEIR BID RESPONSE**. FAILURE TO DO SO MAY SUBJECT BID TO REJECTION.

Authorized Signature

Firm

Date

## ITEM ONE: THE FOLLOWING QUESTIONS WERE RECEIVED FROM VENDORS:

- Question #1 To clarify, does the group expect to be approximately 50 members? I gathered that after reading through the bid, but I just wanted to make sure. If you believe it will be more than that, please let me know the most optimistic group size as soon as possible.
- Answer #1 We have had as many as 20 "choral friends" who have joined us on past tours. So 70-80 is a possibility.
- Question #2 I notice the group wants to have a reception with the mayor of Calvi dell'Umbria. Is this an event that the choir director and/or university is arranging, or do we need to arrange this ourselves?

Answer #2 The bidder would need to arrange this for the University.

Question #3 Similarly, is the group handling the organization of the concert in Calvi, or should we include that as one we organize and market?

- Answer #3 The bidder would need to organize and market this concert, as well as all others for the University.
- Question #4 One more question for today: does the choir director/group leader have any requirement for a number of free/complimentary places to be built into the per-person cost of the trip?
- Answer #4 Although it's not required, the University would not be opposed to bids which include free complimentary trips per number of passengers. The number of free/complimentary trips offered by the bidder will not be evaluated.
- Question #5 Please confirm that the tour price is to be based on 50 paying passengers.
- Answer #5 Yes
- Question #6 What do you mean by "enforced continental breakfast"? (Most hotels we work with include full buffet breakfast).
- Answer #6 Full buffet breakfast.
- Question #7 Does the choir already have an invitation from the Mayor and City of Calvi dell'Umbria?
- Answer #7 No the University does not have an invitation.
- Question #8 Does the choir director understand that acceptance to participate in the High Mass at St. Peter's cannot be guaranteed until the choir's promotional materials (including sacred repertoire) has been submitted to the Vatican?

## Answer #8 Yes

- Question #9 As long as we include all of the information requested, are we allowed to include additional information on services we include or make available in our custom designed concert tours?
- Answer #9 Yes, however only information requested in Section IV. Information For Offerror's To submit will be evaluated by the University.

Question #10 Please clarify whether or not you want all dinners included or only where noted in the itinerary.

Answer #10 Only where noted on itinerary.