



# THE PIPELINE

AN ECONOMIC INCLUSION INITIATIVE

## Notice of Opportunity Superdome Catering Services 2019 Essence Festival

### 1. Introduction & Intent

Essence is seeking a long-term relationship with a reputable Catering Vendor who will provide quality services at a competitive price.

### 2. Right to Selection

Essence reserves the right, in its sole discretion, to select, negotiate with and request additional information from those Vendors it judges qualified.

### 3. Summary Scope of Work

The following is a summary of minimum requirements. Full, specific, details will be provided during the RFP phase to eligible responders.

1. Catering services for VIP, performing artists, management, executive, staff and crew for the 2019 ESSENCE Festival® at the Mercedes-Benz Superdome in New Orleans. July 5, 6, and 7, 2019.
2. Well-groomed, professionally dressed and trained staff is required throughout the event site.
3. Safety and security must be implemented at all times for such a high profile event.
4. Compliance of all local and state health standards is mandatory.
5. All food items must be prepared fresh on-site with only top quality ingredients.
6. Soft drinks and water shall be kept ice cold.
7. All required event supplies including service equipment, décor, table covers, etc. must be provided and included in the proposal.
8. At a minimum Vendor must be able to provide and service meals in the following quantities each event day Breakfast/100; Lunch/400; Dinner/ 500. Offering selections for multiple dietary restrictions and allergies.
9. Additionally, Vendor must also be able to provide and service special meals and snacks for private artists and VIP areas.
10. Vendor will be required to operate from a mobile commercial catering kitchen which vendor must source and provide. There are no on-site kitchens available for use due to the in-house food service operation.

### 4. Intent to Bid

All parties wishing to receive the full RFP for this Opportunity must register their intent and provide the initial requested information no later than the final deadline of Friday, February 15, 2019.

# ESSENCE