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## UNIVERSITY CONTRACT AWARD

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DATE ISSUED: July 18, 2023

COMMODITY: Venue, Catering and Lodging (Hartford area)

CONTRACT#: UC-24-KA120922-E

FOR THE UNIVERSITY OF CONNECTICUT- ALL CAMPUSES, UCHC, AND CCPG MEMBERS

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Payment Terms: See Below

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### TERMS OF CONTRACT:

- A. The University of Connecticut will issue purchase orders as required for the purchase of catering and venue requirements. Payment may also be made via a University issued Travel Card. A quote must be issued to the UConn representative referencing the Contract # and reflecting the discount (if applicable).
- B. The term of this contract shall be from July 18, 2023, to June 30, 2026, with options to renew for two (2) additional one (1) year terms upon the agreement of the parties.

1 <sup>st</sup> Extension	7/1/2026 to 6/30/2027	
2 <sup>nd</sup> Extension	7/1/2027 to 6/30/2028	Final

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### NAMES AND ADDRESSES OF AWARDEE:

#### **Goodworks Infinity Hartford LLC**

32 Front Street

Hartford, CT 06103

Ph 860-727-8752

Contact: Steve Perlah

Email: [steve@goodworkslive.com](mailto:steve@goodworkslive.com)

**Payment Terms:** Net 30

#### **Cancellation Policy:**

The University reserves the right to cancel, add or reschedule events with ninety (90) days notice prior to the event, without penalty. The Contractor must attempt to accommodate rescheduled dates provided by the University, if any. In the event University provides less than ninety (90) days notice but more than thirty (30) notice, University will be obligated to pay 50% of the agreed to rent for that event. If the University cancels with less than thirty (days 30) days notice than the University will be obligated to pay the full amount to Contractor.

All included pricing provided is valid from July 1, 2023, through June 30, 2024. Additional pricing will be provided in the form of an estimate as requested by UConn and updated pricing sheets will be provided as they become available.

Additional information/pricing based on awarded proposal response:

	Goodworks Infinity Hartford LLC
Response Notes	
Group 2.4: Venue Facility: Price/ Fee Structure	
2.4.1 Small Room (Up to 25 guests) - In text provided, indicate the size of room(s) available, their maximum capacity, room cost and which Venue Set-Up Scenarios they can accommodate (See Sections 2.3.6 - 2.3.10)	See section 2.4.3
2.4.2 Midsized Room (Between 25 - 75 guests) - In text provided, indicate the size of room(s) available, their maximum capacity, room cost and which Venue Set-Up Scenarios they can accommodate (See Sections 2.3.6 - 2.3.10)	See Section 2.4.3
2.4.3 Large Room (Greater than 75 guests) - In text provided, indicate the size of room(s) available, their maximum capacity, room cost and which Venue Set-Up Scenarios they can accommodate (See Sections 2.3.6 - 2.3.10)	<p>Infinity Hall has 3 distinct spaces - all can support a minimum of 75 people depending on the set up. Generally speaking our venue is priced based on full day usage and does not fluctuate based on number of attendees. We have an active contract with UCONN Hartford and the costs below have been agreed to in that contract. Depending on the event, GoodWorks Infinity Hartford makes every effort to provide UCONN Hartford with the additional discounts. Event Spaces: SideBar - 25-100 people, table/bar, cocktail, customizable seating/set up. Mezzanine - 25-100 people, table, dinner-theatre, customizable seating/set up. Main Hall - 25-350 people, theatre style, table, customizable seating/set up Pricing: Our pricing is based on day of the week and includes a 20% non-profit discount (applied). Full day (eight hour window) or 1/2 day (out before 2;00 PM) pricing is included. Full Day/Half Day: Monday - \$2,400/\$1,200 Tuesday - \$2,400/\$1,200 Wednesday - \$4,000/\$2,000 Thursday - \$5,250/\$2,625 Friday - \$6,000/\$3,000 Saturday - \$6,000/\$3,000 Sunday - \$5,000/\$2,500 Overtime is charged a \$200 per hour rental fee plus applicable staffing</p>
2.4.4 Please provide value-added options.	
2.4.5 Bidders shall indicate what they can provide and rates in the following list:	I understand

2.4.6 Audio visual equipment (including projector, screen, sound equipment).	GoodWorks Infinity Hartford provides all in-house hardware to UCONN Hartford at no cost to the university, it is included in our rental rates. Including in this is: ALL HOUSE SOUND AND LIGHTING, PROJECTOR, SCREEN. Additionally, we have 5 flat screen tvs which can display still images (slideshows, etc) Any additional requirements are quoted/rented on a case by case basis. Examples of this are lavalier or wireless microphones which can be rented for \$150 per unit.
2.4.7 Technical Support Staff	Depending on the complexity of the event, staff can range from 1-3 people. The cost is \$300 per person. Typical events have 1 or 2 required technical support staff.
2.4.8 Set-up (including podiums, flip charts and white board).	We have a podium which we provide at no charge. Any display other than what was previously stated is the responsibility of the the renter.
2.4.9 Wireless Guest Sign-In	We provide Wi-Fi access and the University is welcome to provide sign-in hardware. If venue staff is required to help it will be between \$150-\$250 per person depending on hours. In the past UCONN HARTFORD has provided their own registration.
2.4.10 Signage for Event	Any signage/display other than what was previously stated is the responsibility of the the renter.
2.4.11 Parking and Security	There is a parking lot adjacent to the venue managed by ProPark as well as second one across the street. Oversized vehicles can park at the Convention Center. Pricing is provided on a case by case basis and can be handled through Infinity Hall. GoodWorks Infinity Hartford provides on-site security and is quoted on a per event basis as each event is different. Typically, the cost is a minimum of \$150 (up to 200 people) and \$100 for each additional 100. Security pricing is subject to change based on the
2.4.12 The University will provide a final headcount for an event five (5) days prior to the scheduled event date.	For any event requiring staffing (security, front of house, bar) or bar service, 2 weeks is required for a headcount. Catering is handled directly with the caterers (we have preferred caterers).
2.4.13 Please provide your hours of operation.	We do not have standard hours of operations.

2.5.11 The University will provide a final headcount for an event five (5) days prior to the scheduled event date.	I understand
2.5.12 Please explain how your firm supports the local/regional food providers.	We work with preferred caterers (which are subject to change). Our current preferred caterers are Bear's Restaurant Group and David Alan Hospitality Group. Additional caterers can be provided by the renter (additional costs may be incurred).
Catering:	
GoodWorks Infinity Hall Hartford does not provide catering directly and is unable to provide food pricing. Beverage pricing is as follows and is subject to change with 30 days notice for new contracts. Open Bar - Call (\$18/1 hr, \$26/3 hr) Coffee/Non-alcoholic beverage service (\$4.50 per meal, \$8.00 full day) All services will have a 20% gratuity added and may have additional staffing fees.	

The State of Connecticut Terms and Conditions located at this link will govern all purchases against this contract. They are located at this link: [Terms-and-Conditions](#)

**Purchasing Contact:**

Kristin Allen

Category Manager

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