



Addendum Publish Date: November 20, 2020

**Broadband Business Plan Strategy
RFP #: ITDX-210005-gd
ADDENDUM NO. 1**

Bid Due Date: January 8, 2021, 3:00pm (Local Time)

NOTE: The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary.

1. Any questions regarding this solicitation shall be submitted in writing to the City of Gainesville (CoG) Procurement Division by 3:00pm, (local time), December 2, 2020, 3:00pm local time. Submit questions to: dykemangb@cityofgainesville.org
2. Please find attached:
 - a. Attachment 1 to Addendum 1 – edited language to the RFP on Page 10 – updated language is highlighted
 - b. A copy of the Cone of Silence period information (Financial Procedures Manual Section 41-424 Prohibition of lobbying in procurement matters) that was discussed.
 - c. A copy of the Pre-Bid Discussion/Information Checklist
3. Following is a review of the Pre-Bid Meeting that was held via Zoom Conference on November 18, 2020, 2:00pm:
 - a. City of Gainesville Staff represented by Gayle Dykeman, City of Gainesville Procurement Specialist III and David Duda, Project Manager.
 - b. Gayle Dykeman started the meeting by reviewing important Procurement areas of the solicitation, including the solicitation schedule and submittal due date. All communication must go through Gayle Dykeman throughout the duration of the solicitation. All submittals must be entered in DemandStar.com by the due date and time – DemandStar is programmed to reject any bids that are entered after that time. DemandStar is a free tool for vendors to submit bids. DemandStar will automatically close the solicitation at the specified date and time, and the City will not accept any late proposals, regardless of the format presented. Spoke at length about the rules guiding the Cone of Silence.
 - c. David Duda gave a brief overview of the intent of the solicitation. The solicitation is intended to explore new possibilities on how the City can leverage its current infrastructure to meet the needs of the community. Particularly in light of the COVID-19 pandemic that has created an increased demand for broadband. A study was completed a few years ago.
4. Following are questions and answers that were discussed in the meeting:
 - a. Question:
Will you allow the chosen consultant to rework the surveys that were conducted pre-COVID?
Answer:
Yes, there would have to be some understanding in considering COVID impact on schools and work from home demand that was not considered in the initial study

b. Question:

Have you conducted any discussions with seniors and other user groups?

Answer: No.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 1 by his or her signature below, **and a copy of this Addendum to be returned with proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 1 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER COMPANY NAME: _____

SIGNATURE: _____

LEGIBLY PRINT NAME: _____

DATE: _____

ATTACHMENT 1 TO ADDENDUM 1
Modified Page 10 of RFP#210005
Broadband Business Plan Strategy

- C. City to function as an Internet Service Provider (ISP) to both business and residential customers within the City limits and possibly into the GRUCom service area. The City will provide affordable broadband high- speed fiber or innovative wireless infrastructure to support businesses and residents with a minimum symmetrical speed of 50 megabits per second, but with a capability of up to 1 gigabit per second.
- D. This project will result in the production of a Business Plan containing strategies and solutions, preliminary engineering and construction cost estimates, organizational and operational recommendations for future network implementation projects, and funding strategies for potential projects.

Expected Outcomes and High Level Deliverables

City of Gainesville leadership is committed to a resilient local economy for the City. To that end, the City has the following objectives:

- A. Increase the number of successful sustainable, small and locally owned businesses
- B. Reduce the poverty level in the Gainesville community, through the development of a community broadband
- C. Have the technology infrastructure/community broadband that is fast, reliable and affordable to support businesses and home offices.
- D. Have a diverse local economy (industrial and business) insulated from economic trends.
- E. Attract new businesses to Gainesville consistent with vision and “targeted” businesses.
- F. Develop a successful MWBE (Minority and Women Owned Business Enterprise) program.

2.3.1 TASK ONE: DOCUMENT REVIEW

The consultant is expected to thoroughly review existing documentation and the previous study and supporting documents [Appendix A Report, B Survey Results, and C Survey Area] and provide an analysis of the following.

- A. Validation of data used and assumptions of the previous study. Use any readily available data to update the assertions of that study. Specific attention should be paid to:
 - B. What are the capabilities, capacities, and resiliencies of the existing digital infrastructure?
 - C. What are the gaps in knowledge of existing digital infrastructure that prevent efficient or effective decision-making?
 - D. How well is the service provider broadband market performing on a granular geographic basis? What are the areas of improvement in affordability, reliability, and speeds necessary to support residents and businesses and where are these improvement areas located?
 - E. What are the gaps in the City and service provider digital infrastructure that would prevent scaling existing or future initiatives?
 - F. Review the existing GRUCom business model and assets and provide observations relevant to the desired outcomes.
 - G. Building upon the work of the previous study, provide additional insights from other jurisdictions, particularly in Florida, that will inform our next steps.

**CITY OF GAINESVILLE
FINANCIAL SERVICES
PROCEDURES MANUAL**

41-424 Prohibition of lobbying in procurement matters

Except as expressly set forth in Resolution 170116, Section 9, during the Cone of Silence as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees, except the Procurement Division or the procurement designated staff contact person. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Cone of Silence period means the period between the issue date which allows for immediate submittals to the City of Gainesville Procurement Division in response to an invitation to bid, or a request for proposal, or qualifications, or information, or an invitation to negotiate, as applicable, and the time that City Officials or the Procurement Division, or City Department awards the contract.

Lobbying means when a person seeks to influence or attempt to influence City Officials or employees with respect to a decision of the City, except as authorized by procurement procedures.

PRE-BID DISCUSSION/INFORMATION CHECKLIST

BID NAME: Broadband Business Plan Strategy

BID NUMBER: ITDX-210005-GD

PRE-BID DATE: 11/18/20

- _____ Introductions
- _____ Sign-in – via Zoom
- _____ Questions/Answers and topics of discussion addressed at the pre-bid will be available through [DemandStar](#) via Addendum 1
 - You can link to Demandstar through the City’s website or direct.
- _____ Any questions must be in writing
 - Email to dykemangb@cityofgainesville.org
 - **Questions Deadline: December 2, 2020**
- _____ All communication, contact and/or correspondence must be with Gayle Dykeman, dykemangb@cityofgainesville.org or Purchasing Division staff.
 - Bidders who have contact with anyone other than Gayle Dykeman or Purchasing Division staff (City Manager, Staff, City elected officials, etc.) will be disqualified.
 - ATTACHED IS THE DEFINITION OF THE CONE OF SILENCE
- _____ **Bid Due Date: January 8, 2021 at 3:00PM local time**
- _____ Location to receive bids: [DemandStar](#)
- _____ Bonds - YES NO
 - If no, bring attention to State Statute of \$200,000
- _____ Living wage – Policy on page 24, 8.3; Form is in Section 10, Page 38
 - Discuss all forms within bid document
- _____ Local Preference – Policy on page 23, Part 8, 8.1, Response on page 36
- _____ Addenda – Declare on the Bid Cover Page all Addenda received
 - Sign sheet included with each addendum and submit with bid
- _____ Bid form must be signed
- _____ ~~Minimum Requirements (MUST or SHALL) – Be aware of or could be deemed non-responsive and not considered for award. Not applicable to this solicitation~~
- _____ Bid Information Form- If not bidding, please complete the form and let us know why you are not bidding.

ADDITIONAL INFORMATION TO DISCUSS

