



## ADDENDUM NO. 3

Date: January 4, 2018

Bid Date: January 12, 2018  
at 3:00 P.M. (Local Time)

Bid Name: Administer and Implement Services for Low Barrier Emergency Services Shelter for Homeless Persons – Emergency Housing Services

Bid No.: CMGR-180047-GD

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 shall be submitted in writing to the City of Gainesville Purchasing Division by 1:00 p.m. (local time), January 5, 2018. Questions may be submitted as follows:

Email: [dykemangb@cityofgainesville.org](mailto:dykemangb@cityofgainesville.org)  
or  
Faxed (352) 334-3163  
Attention: Gayle Dykeman

2. Please find attached:
  - a) Copy of the black out period information (Financial Procedures Manual Section 41-423 Prohibition of lobbying in procurement matters) distributed during mandatory pre-bid meeting.
  - b) Copy of the Pre-Bid sign-in sheet for your information.

The following are answers/clarifications to questions received:

3. Gayle Dykeman, Procurement Division, discussed bid requirements
  - a. Sign-in Sheet is circulating.
    - i. Submitted bid to match business name as signed in at pre-bid.
  - b. Bids are to be received by the Purchasing office no later than 3:00 p.m. on January 12, 2018. Any bids received after 3:00 p.m. on that date will not be accepted.
  - c. Send questions in writing to Gayle Dykeman via email or fax.

- i. All communication through Gayle Dykeman only. Do not communicate with other City staff or Commission.
  - d. Discussed bid due date, time and delivery location.
    - i. Deliver (or have delivered) to Purchasing by 3PM on January 12, 2018.
  - e. Various forms (i.e. drug free workplace, non-collusion, debarment, Exhibit I) are to be completed and returned with your bid.
    - i. Sign, date and return all Addenda.
  - f. Exhibit A has a watermark indicating that the document is a DRAFT. That is incorrect. Exhibit A is a final document.
  - g. The deadline for questions has been moved, the new deadline is January 5, 2018 1:00pm.
4. Fred Murry, Assistant City Manager, discussed the project scope
- a. 9 month contract
  - b. Should provide at least 2 meals a day
  - c. Submission should include grants, fundraising initiatives
  - d. Detail how many buildings will be in use
  - e. Provide emergency services for 100 beds
  - f. Provide hours of service

The following are answers/clarifications to questions received at the non-mandatory pre-bid conference

5. Question: Section 5.4 does not account for the requirement of the City, County and Agency to consult their boards and commissions before committing to negotiated terms.  
Answer: All parties should negotiate in good faith under the guidance of their governing boards and will have the opportunity to present negotiated terms and conditions to those entities for final approval.
6. Question: Page 4, Scope of Work, refers to “Households with the highest need and vulnerability will be prioritized for shelter entry.” How will prioritization be determined?  
Answer: Prioritization will be based on the Coordinated Entry System.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 3 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. 3 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: \_\_\_\_\_

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

CITY OF \_\_\_\_\_ FINANCIAL SERVICES  
GAINESVILLE PROCEDURES MANUAL

**41-424      Prohibition of lobbying in procurement matters**

Except as expressly set forth in Resolution 060732, Section 10, during the black out period as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees except the purchasing division, the purchasing designated staff contact. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Black out period means the period between the issue date which allows for immediate submittals to the City of Gainesville Purchasing Department for an invitation for bid or the request for proposal, or qualifications, or information, or the invitation to negotiate, as applicable, and the time the City Officials and Employee awards the contract.

Lobbying means when any natural person for compensation, seeks to influence the governmental decision making, to encourage the passage, defeat, or modification of any proposal, recommendation or decision by City Officials and Employees, except as authorized by procurement documents.

CITY OF GAINESVILLE  
GENERAL GOVERNMENT PURCHASING DIVISION  
NON-MANDATORY PRE-BID CONFERENCE

Item #170784D

Administer & Implement Services for Low Barrier Emergency Services Shelter for  
Homeless Persons – Emergency Housing Services

DATE: January 3, 2018 @ 3:00 PM LOCAL TIME


BID #CMGR-180047-GD

DUE DATE: January 12, 2018, AT 3:00PM


YOUR COMPANY'S NAME, ADDRESS &  
PHONE NUMBER

YOUR SIGNATURE, PRINTED NAME,  
EMAIL ADDRESS & FAX NUMBER

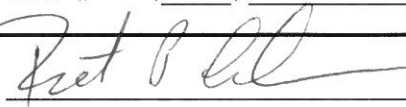
1) ACCHH, Inc.  
3055 NE 28th Dr  
Gainesville FL 32609  
PHONE # (352) 792-0800 x106

  
\_\_\_\_\_  
SIGNATURE  
Jon DeCarmin  
\_\_\_\_\_  
PRINTED NAME  
E-MAIL: jdecarmine@gracemarketplace.org  
FAX # (352) 505-3977

2) Smooth Tones, Inc.  
1317 NW 8th St  
Gainesville, FL 32601  
PHONE # (352) 727 9549

  
\_\_\_\_\_  
SIGNATURE  
Doug Bernal  
\_\_\_\_\_  
PRINTED NAME  
E-MAIL: ~~dg~~ Freshstonesgno@gmail.com  
FAX # (-)

3) ACCHH, INC  
3055 NE 28th DR  
GV  
PHONE # (352) 318-4724

  
\_\_\_\_\_  
SIGNATURE  
ROBERT P. ACKERMAN/ATTY at LAC  
\_\_\_\_\_  
PRINTED NAME  
E-MAIL: robertp.ackerman@gmail.com  
FAX # (352) 792-0800-106

4) \_\_\_\_\_  
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PHONE # (\_\_\_\_) \_\_\_\_\_

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SIGNATURE  
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E-MAIL: \_\_\_\_\_  
FAX # (\_\_\_\_) \_\_\_\_\_

5) \_\_\_\_\_  
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PHONE # (\_\_\_\_) \_\_\_\_\_

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