



ADDENDUM NO. 1

Date: August 15, 2016

Proposal Due Date: September 13, 2016
at 3:00 P.M. (Local Time)

Proposal Name: Wilhelmina Johnson Resource Center
Educational Programming

Bid No.:DCAX-170005-DD

NOTE: This Addendum has been issued only to the holders of record of the specifications.

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. The location of the mandatory Pre-Proposal Conference has been changed.

The **original** location noticed in the RFP document issued on August 11, 2016 was: Room 105 at the Thomas Center, 302 NE 6th Avenue, Gainesville, FL 32601.

The **new** location for the Pre-Proposal Conference is: Wilhelmina Johnson Resource Center, 321 NW 10th Street, Gainesville, FL 32601

- 2. The date (August 24, 2016) and time (2:00 P.M. local time) of the Pre-Proposal Conference remains unchanged.

- 3. Please find attached:

- a) Copy of the black out period definitions (Financial Procedures Manual Section 41-424 Prohibition of lobbying in procurement matters) distributed during mandatory pre-bid meeting.

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

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.