



## ADDENDUM NO. 1

Date: August 25, 2021

Bid Date: August 31, 2021  
at 3:00 P.M. (Local Time)

Bid Name ITB Exterior Maintenance Services Downtown

Bid No.: PWDA-210056-MS

NOTE: This Addendum has been issued only to the holders of record of the specifications and to the attendees of the mandatory pre-bid conference held on August 12, 2021.

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 3:00 p.m. (local time), August 24, 2021. Questions may be submitted as follows:  
Email: Diane Holder or Melanie Sowers  
[holderds@cityofgainesville.org](mailto:holderds@cityofgainesville.org) or [sowersma@cityofgainesville.org](mailto:sowersma@cityofgainesville.org)
2. Please find attached:
  - a) Copy of the blackout period information (Financial Procedures Manual Section 41-424 Prohibition of lobbying in procurement matters)) distributed during mandatory pre-bid meeting.
  - b) Copy of the Pre-Bid sign-in sheet for your information.

### **NOTE – CORRECTION TO SECTION 6.8 LIVING WAGE REQUIREMENTS (last paragraph)**

The Living Wage rates are to be corrected as follows:

The adjusted Living Wage for this contract will be ~~\$12.7404~~ **\$13.75** per hour (Living Wage with Health Benefits) or ~~\$13.9904~~ **\$15.8125** per hour if Health Benefits are not offered.

3. Diane Holder, Procurement Division, discussed bid requirements.
  - a. Sign-in Sheet is circulating. Failure to sign will result in bid not being accepted.
    - 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 August 31, 2021. Any bids received after 3:00 p.m. on that date will not be accepted.
  - c. Send questions in writing to Diane Holder or Melanie Sowers via email.
    - i. All communication through Diane or Melanie only. Do not communicate with other City staff.

- d. Discussed bid due date, time and delivery location.
    - i. Deliver electronically via DemandStar to Procurement by 3:00 p.m. on August 31, 2021.
  - e. Various forms (i.e. Tabulation of Subcontractor and Material Suppliers) are to be completed and returned with your bid.
    - i. Sign, date and return all Addenda.
  - f. Discussed Living wage, local preference.
  - g. Pay attention to the minimum requirements
  - h. Discussed Cone of Silence.
4. David Leconey, Public Works, discussed the project scope.
- a. The scope of the project is for the downtown area. There is a map in the bid document that shows the areas. Basically we are looking for maintenance of our sidewalks. Remove all trash, foreign debris, leave debris, vegetation debris from the sidewalk and the contractor is responsible to haul that off.
  - b. We are also looking at the parking lots along those streets to be cleaned off along the curbline where there's no stacking of any type of foreign debris, vegetation debris and trash debris.
  - c. In the contract also there is pressure cleaning to remove bubble gum, stains or anything like that. The other thing is urine, stuff like that any type of liquid substance that needs to be removed.
  - d. Landscape part was taken out of the contractor. In house staff will handle that. The main focus is maintenance of the sidewalks.
  - e. The hours on the weekend, Friday, Saturday, Sunday 4:00 am to 7:00 am. That is the most optimum time for the contractor to come in with the least amount of parking traffic and foot traffic.
  - f. David does the inspections on the weekends.
    - i. Looking to make sure the contractor is on the site.
    - ii. Walk the streets to make sure the provisions of the contract are being adhered to.

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: \_\_\_\_\_

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

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

# CITY OF \_\_\_\_\_ FINANCIAL SERVICES GAINESVILLE 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.