



ADDENDUM NO. 1

Date: April 27, 2022

Bid Date: May 6, 2022
at 3:00 P.M. (Local Time)

Bid Name Planning, Design Development and Operation
Of a Cultural Arts Center

Bid No.: CMGR-220052-DH

NOTE: This Addendum has been issued only to the holders of record of the specifications and to the attendees of the non-mandatory pre-bid conference held on April 22, 2022.

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), April 28, 2022. Questions may be submitted as follows:
Email: Diane Holder holdersd@cityofgainesville.org
2. Please find attached:
 - a) Copy of the blackout period information (Financial Procedures Manual Section 41-524 Prohibition of Lobbying in Procurement Matters)) distributed during mandatory pre-bid meeting.
 - b) Copy of the Pre-Proposal registrants for your information.
3. Diane Holder Procurement Division, discussed bid requirements.
 - a. This is a non-mandatory meeting.
 - b. The cone of silence (blackout period) began once the solicitation was released and continues until contract award. No lobbying or discussions can occur between bidder and any representative of the City or GRU, except the designated purchasing staff contact; otherwise your bid will be disqualified.
 - c. Questions/Answers and topics of discussion addressed at this pre-bid will be available in an addendum for download through DemandStar.
 - d. Send questions in writing to Diane Holder via email
 - i. All communication through Diane Holder only. Do not communicate with other City staff.
 - e. Upload your response in PDF format before the due date and time.
 - f. Proposals must be uploaded to Demandstar by 3:00 p.m. on May 6, 2022. This platform does not accept late submittals.
 - g. Various forms are to be completed and returned with your proposal.
 - i. Sign, date and return all Addenda.

4. Cintya Ramos, City Manager's office, discussed the project scope.
- The City is seeking an experienced consulting firm that specializes in planning, design development and operation of a Cultural Arts Center. That consulting firm will be working with the City staff, external stakeholders and community members to gather information on what may be needed for a Cultural Arts Center. Some of the steps to getting to that are mapping out all the Cultural Arts centers in the city and putting together a feasibility study of what this could look like. We are looking for best practice case study research on other cultural arts facilities that have been successful in other areas that are similar to the City of Gainesville.

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

5. Question: At the time of the published bid, the contract start date was listed as TBD. Do you have a general goal date for starting the project?
Answer: The City is looking to get started as soon as the contract is fully executed.
6. Question: Do you have an anticipated budget for the overall project?
Answer: The City is looking to the firms to provide an appropriate budget for this project but does expect proposals to be highly competitive.
7. Question: Do you have an anticipated budget per service/deliverable required of this project (i.e. project management, cultural asset mapping, best practice/case study research)?
Answer: No.
8. Question: Are you considering contracting with several vendors to work together within the same scope of work - for example, would you consider hiring a Gainesville-located consultant to serve as a local representative of the project, provide local insight, project management, communication, and vendor relations/management services with the other selected vendors?
Answer: The City is looking for firms to provide a proposal of what they think will work best. An understanding of the local city, with knowledge specific to Gainesville, is important.

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

9. Question: On page 12, Section I the samples of relevant work. You just mentioned that you are looking for case studies and feasibility studies. Are you looking for more feasibility studies for cultural art centers or are you looking for ones that had feasibility studies and then are built and open? Because it asks for data where available. Is that the type of data you are looking for, after the center is open and you are collecting data from the center?
Answer: The City is looking for case studies of other already existing cultural arts centers. If the City of Gainesville were to recommend moving forward with a Cultural Arts Center, a feasibility study would be needed for that and is expected to be included as part of the deliverable for this project. In addition, when researching case studies, some cultural arts centers report to the Department of Justice data on adolescent participation in the cultural arts center has lessened

their involvement in crime or negative activates. This type of information is along the lines of the research the City is looking for as part of the case studies.

10. Question: Do you expect that this project will be led by an architect, physical planner that has experience designing cultural art centers or by a consultant that specializes in research, planning, feasibility studies?

Answer: The City is looking for the firms to propose a structure that best meets the goal of the solicitation.

11. Question: In regards to facilities and the end goal for the feasibility study. Is the City looking to build a performing arts center, auditorium theatre or is it going to be more focused on some outdoor type venues from some of the information that I've uncovered on the internet.

Answer: The City is looking for research that will help drive a recommendation based on other facilities in the City and what they are providing/or not providing.

12. Question: I'm sure you are not trying to compete with the Philips Center and UF. So I'm gauging the size of the facility. There wasn't mention of an auditorium or theatre type facility. More educational and other things like that.

Answer: The City is not looking to compete with the Philips Center or UF.

13. Question: You had mentioned in the proposal that you are looking for the cost and budget of the project. Don't you mean that would be in the feasibility study after commissioned? We have no idea without sitting down with anybody on the scope or size, and cost of something unless we spend months doing a study.

Answer: The City research conducted by the firm will determine what the budget for a cultural arts center, if recommended, could be.

14. Question: Also is there any funding from the state that's going to be available. I did see some preliminary numbers in the vision plan of \$12.75M. Is that for the estimated cost producing the feasibility study after implementing the feasibility study?

Answer: The City does not have funds set aside for a cultural arts center.

15. Question: So there will be fundraising efforts after the feasibility is done with renderings.

Answer: The City will determine funding needs if a recommendation is made to move forward with a cultural arts center.

16. Question: Are there been any numbers thrown around on what you will fundraise.

Answer: No.

17. Question: Will you be providing the list of those registered for this meeting?

Answer: Yes.

NOTE: PART 9 – SAMPLE CONTRACT – Section 8 INSURANCE is revised as follows:

INSURANCE.

A. During the term of this Contract, Contractor shall maintain insurance as follows:

Workers' Compensation insurance	providing coverage in compliance with Florida Statutes
Professional Liability insurance	<u>N/A</u>
Public Liability insurance (other than automobile) consisting of broad form comprehensive general liability insurance including contractual coverage	<u>\$1,000,000</u> per occurrence combined single limit for bodily injury and property damage
Automobile Liability insurance	<u>\$500,000</u> per occurrence combined single limit for bodily injury and property damage
Property Damage insurance	<u>[N/A]</u> per occurrence combined single limit for bodily injury and property damage

B. Prior to the effective date of this Contract, Contractor shall provide to City a certificate of insurance certifying such insurance and naming City as additional insured and that City will be notified in writing at least thirty (30) days before any such insurance is canceled or materially changed.

C. Insurance must be written by a company licensed to do business in the State of Florida and satisfactory to City.

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

41-524 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.

Non-Mandatory Pre-Proposal Meeting
CMGR-220052-DH
Held on April 22, 2022

<u>Registrants</u>	<u>Email Address</u>	<u>Registration Date</u>
sarah king	sking@prosserinc.com	4/22/2022 10:34
Roxana Gonzalez	GONZALEZRN@cityofgainesville.org	4/22/2022 10:31
Tony Jones	jonestr@cityofgainesville.org	4/22/2022 10:29
Cintya Ramos	ramoscg@cityofgainesville.org	4/22/2022 10:26
Carrie Blake	carrie@webbmgmt.org	4/22/2022 9:26
melanie sowers	sowersma@cityofgainesville.org	4/22/2022 9:18
Michael Blachly	mblachly@fsu.edu	4/21/2022 12:35
Rebecca Smith	rsmith@mindproconsultants.com	4/21/2022 8:55
Michael Richmond	m.richmond@brameheck.com	4/20/2022 11:34
Anita Seeratan	anita.seeratan@keenindependent.com	4/19/2022 14:21
Shannon Braddy	shannonb@chw-inc.com	4/19/2022 11:54
Amanda Wiegman	amanda@wjarc.com	4/19/2022 11:39
Mike Vela	mvela@hksinc.com	4/15/2022 16:26
Philip Jordan	pjordanxc@gmail.com	4/15/2022 16:24
Carrie Read	cread@smeinc.com	4/15/2022 11:46
Christina LoBiondo	christina@marblefairbanks.com	4/14/2022 15:37
Maggie Chaffin	mchaffin@dlrgroup.com	4/14/2022 15:17
James Casciato	jcasciato@theatreprojects.com	4/12/2022 13:20
Tom Decker	tdecker@arquitectonica.com	4/12/2022 9:59