



## ADDENDUM NO. 4

Date: January 9, 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. 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.

The following are answers/clarifications to questions received:

2. Question: What is the sleeping capacity of Building 5 on the Empowerment Center Campus? Has the Fire Marshall specified a maximum overnight occupancy of the outdoor sleeping area in this building?

Answer: The City estimates that 100 people can adequately sleep in the dorm, however, bed size and clients' needs may determine the appropriate number that can sleep in the dorm. Prior to the conversion to a homeless center, the Florida Department of Corrections housed 125 inmates in each dorm. Pavilion population (55) was determined by Fire Standards and America Red Cross Shelter Standards.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 4 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. 4 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.