

ITN COVER PAGE



Procurement Division

(352) 334-5021 (main)

Issue Date: May 15, 2023

INVITATION TO NEGOTIATE: GCRA-230050-GD**Historic Consulting Services for the Fifth Avenue/Pleasant Street Historic Heritage Trail**PRE-PROPOSAL MEETING: ☒ Non-Mandatory ☐ Mandatory ☐ N/A ☐ Includes Site Visit

DATE: May 23, 2023; 3:30PM EDT

LOCATION: ZOOM – All Zoom meeting access information is included on Exhibit D

QUESTION SUBMITTAL DUE DATE: May 31, 2023, 3:00pm EDT

DUE DATE FOR UPLOADING PROPOSAL: June 16, 2023, 3:00pm

SUMMARY OF SCOPE OF WORK: The Gainesville Community Reinvestment Area (GCRA), a City of Gainesville Department, is requesting proposals from Historic Consultants who will assist the GCRA in completing the Fifth Avenue Pleasant Street / Heritage Trail project with accuracy and authenticity by providing their expertise, support and recommendations.

For questions relating to this solicitation, contact: Gayle Dykeman, Procurement Specialist 3, dykemangb@gainesvillefl.gov

Respondent is not in arrears to City upon any debt, fee, tax or contract: ☐ Respondent is NOT in arrears ☐ Respondent IS in arrears

Respondent is not a defaulter, as surety or otherwise, upon any obligation to City: ☐ Respondent is NOT in default

☐ Respondent IS in default

Bidders who receive this bid from sources other than City of Gainesville Procurement Division or DemandStar.com MUST contact the Procurement Division prior to the due date to ensure any addenda are received in order to submit a responsible and responsive offer. Uploading an incomplete document may deem the offer non-responsive, causing rejection.

ADDENDA ACKNOWLEDGMENT: Prior to submitting this offer, I have verified that all addenda issued to date are considered as part of my offer - Addenda received (list all) # _____

Legal Name of Respondent's Company: _____

DBA: _____

Authorized Representative Name/Title: _____

E-mail Address: _____ FEIN: _____

Street Address: _____

Mailing Address (if different): _____

Telephone: (_____) _____ Fax: (_____) _____

By signing this form, I acknowledge I have read and understand, and my firm complies with all General Conditions and requirements set forth herein; and,

☐ Proposal is in full compliance with the Specifications.

☐ Proposal is in full compliance with the Specifications except as specifically stated and attached hereto.

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

SIGNER'S PRINTED NAME: _____ DATE: _____

PART 1 – INVITATION TO NEGOTIATE INFORMATION

Thank you for your interest in working with the City of Gainesville on this cherished community project.

Pertinent information and required documents regarding this solicitation as part of a responsive offer are listed below:

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NOTE: The terms “bidder” and “proposer” and “respondent” are used interchangeably throughout this document.

1.1 DISTRIBUTION OF INFORMATION

The City posts and distributes information pertaining to its procurement solicitations on DemandStar (www.demandstar.com). The City has transitioned from accepting hard (paper) copy submittals to accepting submittals through “E-Bidding”. In order to submit a bid reply to this solicitation the respondent must be registered with DemandStar.

It is the responsibility of the respondent to monitor DemandStar. Properly registered respondents can expect to receive automatic notification of solicitations for bids and proposals, by participating purchasing entities. Respondent failure to retrieve available, required procurement information from DemandStar and include the appropriate documentation and information in solicitation replies may result in disqualification.

1.2 PRE-PROPOSAL MEETING/QUESTIONS/CLARIFICATIONS AND BID OPENING

If scheduled (refer to Bid Cover Page), attending a pre-proposal meeting is strongly recommended as the project’s scope of work, procedures, and specifications will be discussed at this time. It is the only time during the bid process that respondents may ask questions directly of the end user.

NOTE: For a respondent’s attendance of a mandatory pre-proposal meeting to count, the respondent must sign-in before the Procurement Specialist calls the end of that meeting. If the respondent is not signed in by that time, they will be disqualified from bidding on the project. If the mandatory pre-proposal meeting also includes a required site visit, then respondent must sign in, both at the pre-proposal meeting, and again at the end of the site visit, in order to have their attendance count and not be disqualified from submitting a proposal.

If special accommodations are needed in order to attend a pre-proposal meeting or a bid opening, please contact the Procurement Division at least 72 hours in advance.

All questions that occur outside of the pre-proposal meeting must be submitted to Procurement only, and must be received by the date indicated on the Bid Cover Page to be considered. Technical and/or specification questions will not be answered over the phone; they must be submitted by email directed to the Procurement Specialist conducting the solicitation (refer to Bid Cover Page). All questions will be answered via Addendum which will be posted on DemandStar.com for vendor access. All addenda must be acknowledged by the respondent on the Bid Cover Page.

1.3 ITN TIME TABLE

The anticipated schedule for the ITN and contract approval is as follows:

Activity	Day	Tentative Date	TIME	LOCATION
RFP on DemandStar	Mon	05/15/23	8:00am	Cone of Silence Begins
Non Mandatory Pre-Bid Meeting	Tue	05/23/23	3:30pm	Zoom
Deadline for receipt of respondent questions	Wed	05/31/23	3:00pm	email
Deadline for receipt of proposals	Fri	06/16/23	3:00pm	Demandstar
Oral presentations	Tue	07/11/23	3:00-5:00	Zoom
Projected award recommendation date	Thu	07/13/23	8:00am	City Hall 332
5-Day Protest Period Posting		7/17-7/21		
Recommendation of Award to City Commission	Thu	08/17/23	10:00am	Cone of Silence Ends
Contract Finalization Period				
Purchase Order issued				
Projected contract start date		10/01/23		

All dates are subject to change. Respondents will be notified via Addendum in [DemandStar.com](https://www.demandstar.com) in event of any schedule changes.

1.4 PROHIBITION OF LOBBYING

To ensure fair consideration, consistent and accurate dissemination of information for all respondents, the City prohibits communication to or with any department, employee, or agent evaluating or considering proposals during the submission process, except as authorized by the Procurement Division representative. **Additionally, the City prohibits communication initiated by a respondent to any city official or employee evaluating or considering the proposals (up to and including the City Commissioners) before the time an award decision has been made.** Any communication between proposer and the City required to obtain information or clarification for preparing a bid or to enable a proper, accurate evaluation of a proposal will be handled solely through the Procurement Division staff. Any communications initiated between the respondent and the City outside these parameters may be grounds for disqualifying the offending respondent from consideration for award of the proposal and/or any future proposal.

1.5 CONE OF SILENCE

During the Cone of Silence (formerly called Blackout period) as defined in the next paragraph, except as pursuant to an authorized appeal, no person may lobby (as defined in section 1.3) on behalf of a competing party in a particular procurement process, City officials or employees except the Procurement designated staff contact in the Procurement Division. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

The Cone of Silence is the period between the issue date of the ITN, which allows for immediate submittals to the City of Gainesville Procurement Division for the Invitation to Negotiate and the time the City Officials and Employee awards the contract.

1.6 DETERMINATION OF RESPONSIBILITY OF RESPONDENTS

The specific and/or minimum qualifications of respondents for this specific Invitation to Negotiate are included in Part 3. Respondent must also demonstrate that it is responsible as defined in the City of Gainesville's [Financial Services Procedures Manual](#), Section 41-522, as may be amended.

As a part of the proposal evaluation process, City reserves the right to conduct a background investigation of respondent, including a record check by the Gainesville Police Department if the qualifications require it. Respondent's submission of a proposal constitutes acknowledgment of the process and consent to such investigation.

No contract will be awarded to any respondent who is in arrears to City upon any debt, fee, tax or contract, or who is a defaulter, as surety or otherwise, upon any obligation to City, or who is otherwise determined to be not responsible by City pursuant to Section 41-522, [Financial Services Procedures Manual](#), following:

These criteria consider the respondent's capability to perform:

- a. The ability of the respondent to successfully carry out a proposed contract.
- b. Past performance (including reference check), experience, business and financial capabilities, skills, technical organization, legal eligibility and reliability.
- c. Current litigation pending between the respondent and the City.
- d. Respondent has paid all debts owed to the City.
- e. Respondent possesses all required licenses.

If it is determined that the respondent is not responsible, City will notify respondent of its finding, including evidence used, and allow respondent the opportunity to come into compliance within three (3) business days of notification.

Successful Respondent must either update or complete City's vendor application, pay business tax (if applicable), and register with the State of Florida (if required by law).

1.7 RESPONSIVENESS OF PROPOSAL

Each proposal will be reviewed to determine if the proposal is responsive to the submission requirements outlined in the ITN. A responsive proposal is one which follows the requirements of the ITN, includes all required documentation, is submitted in the format outlined in the ITN, is of timely submission (via upload to DemandStar.com), and has the appropriate signatures as required on each document. Failure to comply with these requirements may deem the proposal non-responsive (see Section 41-444 of the [Financial Services Procedures Manual](#)).

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PART 2 – SCOPE OF WORK

PART 2.1 GENERAL DESCRIPTION

The Gainesville Community Reinvestment Area (GCRA) a City of Gainesville Department, is requesting proposals from Historic Consultants who will assist the GCRA in completing the Fifth Avenue Pleasant Street / Heritage Trail project with accuracy and authenticity by providing their expertise, support and recommendations.

The Fifth Avenue Pleasant Street / Heritage Trail is conceived as a system of physical markers and locations that identify significant people, achievements, history and cultural knowledge within the Fifth Avenue Pleasant Street Redevelopment Area (See Attachment 6 – Points of Interest & Site Map). The goal of the project is to provide trail visitors with information about the area that may lead to a heightened awareness and appreciation of the individual and collective contributions to society that have originated from these two neighborhoods. *Many years of work have already been dedicated by the GCRA and community stakeholders and the majority of deliverables are included as attachments to this solicitation for reference.*

The Heritage Trail project will also incorporate the A. Quinn Jones House Museum and Cultural Center located on 1013 NW 7th Avenue. The legacy of Dr. A. Quinn Jones, a noted educator whose career was marked by his achievements in providing quality education to African-American children, is an imperative for inclusion on the Heritage Trail. The A. Quinn Jones House Museum and Cultural Center and the Heritage Trail will reinforce each other's messages across related themes, providing visitors with a seamless and memorable experience. The A. Quinn Jones House Museum and Cultural Center is meant to serve as the "trail head" for the project and offers on-site parking, restroom facilities, bicycle racks and outdoor seating to visitors.

Over the past decade, the GCRA accomplished in-depth planning which included identification of the proposed trail route, collected photographs, video and voice interviews from current and former residents and their families, generated logo work, signage and locations of interest along the trail.

In the past decade, the historically black neighborhoods of Fifth Avenue and Pleasant Street have experienced significant demographic changes. Both have rich histories to be preserved and stories that need to be told at a local, state and national level. The desire of the GCRA is that this Heritage Trail become a part of the State of Florida's Black Heritage Trail and have a national presence as well.

Both communities have active and engaged stakeholders who support the efforts of the GCRA to complete the Heritage Trail. The project is a priority of the GCRA's fully funded 10-Year Consolidated Reinvestment Plan.

2.2 SCOPE OF WORK

The GCRA is seeking assistance in creating and leading a strategy for community engagement that is inclusive and adaptable. The City's goal is to complete the trail content, programming, and layout. *The creation of construction documents, and the construction and fabrication of the trail, will be procured separately.*

The following tasks should be addressed in the respondent's proposal by describing their approach, and providing a timeline to the completion for each deliverable.

a) **Task One – Review and Recommendations**

- 1) Review the Mission and Vision Statements for the Heritage Trail (Attachment 4 – Mission Statement).
- 2) Review the potential story lines, voices, points of view and calls to action.
- 3) Review the interpretive approach – using existing ideas or expanding proposed interpretive content at various sites using all available media (virtual, banners, markers, etc.).
- 4) Review of the physical layout and recommendations made to date.
- 5) Conduct interviews with GCRA Project Team, the City's Historic Preservation Officer, and Key Stakeholders to gain feedback on the current state of the project and how to gain consensus to move the project forward towards implementation.
- 6) Provide an analysis of historical narrative work, including video, audio and written interviews completed to date and any gaps to be addressed, and proposed methods for filling those gaps and/or suggested changes to the project scope and direction.

- 7) Provide a detailed proposal and timeline to complete the review of current documents, historical validation, and interpretation phase

Task One Deliverables

Written analysis and summary of recommendations via memorandum and corresponding PowerPoint presentation for GCRA Advisory Board and City of Gainesville City Commission.

b) Task Two – Community Engagement and Project Planning/Design Completion

- 1) Identify members of the community to serve as Subject Matter Experts (SMEs) to join the Project Team and help lead the project towards completion and act as a liaison with the community. The community members under the direction of the consultant will serve as liaison to the community along with GCRA staff.
- 2) Provide a community engagement plan that works within the proposed timeline for Task One.
- 3) Host no less than two (2) community workshops. Identify multiple ways to engage community members who may not attend a meeting (in person or online).
- 4) Work with GCRA and the community to present progress on the project to the GCRA Advisory Board and City Commission (no less than 2 meetings for each).
- 5) Work with the GCRA Project Team to complete the historical review, data validation, and the narrative for interpretation of the project.

Task Two Deliverables

Engage SMEs to be included in the Project Team, create a community engagement plan, develop content for and host community workshops, create and deliver presentations to the Advisory Board and City of Gainesville City Commission, complete the programming for the trail project and associated bid documents.

c) Task Three – Provide Project Administration and Recommendations

Successful respondent will assure the authenticity and accuracy of the project by continuing to provide their expertise and recommendations in support of the project through completion. Respondent will also provide recommendations for the continued maintenance and operation of the methods used in the delivery of the historic narrative once the Project transitions to the relevant City department.

Task Three Deliverables

Review and consult with the GCRA, and stakeholders on any necessary changes to the historic narrative and/or historic elements. Attend regular meetings to stay abreast of the progress. Work with the GCRA and its vendors on the signage and decorative elements of the trail to ensure quality production and installation according to specifications. Produce a transition plan for post completion of this portion of the Heritage Trail project that will include recommendations for the continued maintenance and operations.

2.3 Term of Award

The term of the Award shall be three (3) year(s), commencing on the date of receipt of a fully executed contract and terminating three (3) years thereafter. The Award may be extended, upon mutual agreement of the Parties for two (2) one-year term each. Upon extension of the Contract term, the Contract Price may be increased or decreased based upon the Consumer Price Index as of the date of the extension.

PART 3 – MINIMUM QUALIFICATIONS

Following are the minimum qualifications for this solicitation:

1. Respondent must provide the current, verified, name and address of similar projects completed within the past three (3) years – use Exhibit C for this purpose.
2. Respondent shall demonstrate through their response to the ITN that it has no less than three (3) years of progressively responsible experience in the development and implementation of Heritage Trails.
3. Respondent shall demonstrate through their response that they have worked on a minimum of three (3) projects in the last seven (7) years.
4. Respondents shall have three (3) years of experience working with state or local governments on cultural projects.
5. Respondents to this ITN shall demonstrate breadth of experience in working with diverse communities, hosting workshops and implementing community engagement strategies.
6. Respondents to this ITN shall demonstrate experience working with community members that are engaged in the project as Subject Matter Experts (SMEs), and providing compensation for engaged community members that can assist in leading the project.
7. Through their responses respondent must demonstrate that they are a Responsible agency as defined in Part 1, 1.6
8. Through their responses respondent must demonstrate that they are a Responsive agency as defined in Part 1, 1.7

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PART 4 - HOW TO SUBMIT A PROPOSAL

Instructions to respondents: Proposals must contain each of the documents listed below; each fully completed and signed, as required. Required signatures for proposal forms may be applied using electronic signature software (i.e., DocuSign, Adobe Sign, etc.). Proposals submitted which do not include the following items may be deemed non-responsive and may not be considered for contract award.

4.1 STATEMENT OF QUALIFICATIONS FORMAT

1. Project Understanding and Approach: Describe your understanding of the objectives and scope of the requested services and your general approach to such. Include a general time frame for being able to respond to City requests for specific project proposals.
2. Proposed Project Staff: Identify the key personnel who will be directly assigned to this project. State the qualifications and related experience of each member of the proposed project team of engineers and surveyors. Provide a resume for each team member for the project.
3. Qualifications of Firm: Provide pertinent information about the firm and related experience with similar projects. In addition, the firm should identify its total number of technical and professional personnel by discipline and training and further describe the total workload during the project period. Indicate what resources (professional and technical time) the firm would have available to allocate to the project.

4.2 CONTENT OF PROPOSAL

Required Documents:

The following documents are required to be included in the respondent's submission:

1. Required Form - ITN Cover Page
2. Address each Minimum Qualification
3. Provide a Statement of all Qualifications that will communicate the capabilities of the respondent to successfully complete the project
4. Identify all members of the Proposed Project Team and their individual experience and role in carrying out the Scope of Work; specifically noting the Team Member who will be the Lead in compiling the history and narrative of the Trail and Lead community engagement.
5. Required Form A - Respondent Verification Form
6. Required Form B - Drug-Free Workplace Form
7. Required Form C - References Form
8. Required Form D - Pricing Proposal
9. Respondent's W-9
10. Copy of any applicable, current licenses and/or certification required by City/County/State
11. Exceptions to the ITN (refer to Part 4, 4.5 Exception to the ITN)
12. Investigation of Alleged Wrongdoings, Litigation/Settlements/Fines/Penalties
13. Copies of all relevant State and Federal licenses required to perform the work described in this ITN

4.3 PROPOSAL SUBMISSION INSTRUCTIONS

The bid reply, containing all required documents, with authorized signatures, must be received by 3:00 p.m. on the due date indicated on the Bid Cover Page for this project. The respondent's complete pdf reply must be uploaded into DemandStar.com prior to the 3:00 p.m. deadline. This platform will not accept late submittals.

Upload bid reply as a pdf formatted document only, unless the solicitation states otherwise. The pdf document should be titled with respondent's name, bid number, and, if the reply is submitted in parts, include "Part # of x".

On occasion, the City will request proposals present pricing separately from the main proposal. If separate pricing is requested, upload a separate document that indicates Pricing as its content.

Modifications to or withdrawal of a respondent's submittal can be made up to the deadline date. Modifications and withdrawals must be documented in DemandStar.com in order to be recognized by the City. Any bid not withdrawn will constitute an

irrevocable offer, for a period of one hundred twenty (120) days, to provide the City adequate time to award the Contract for the services specified in this solicitation.

Both the reply and the price proposal, if required to be submitted as a separate document, must be signed by an officer of the business who is legally authorized to enter into a contractual relationship in the name of the respondent. An authorized representative who is not an officer may sign the proposal, but must attach a corporate resolution granting authorization to the representative to execute on behalf of the business.

The submittal of a reply by a respondent will be considered by the City as constituting an offer by the respondent to perform the required materials/services.

4.4 DISCLOSURE AND CONFIDENTIALITY

Florida's Public Records Law, Chapter 119, Florida Statutes, includes numerous exemptions to the general requirement to disclose information to the public in response to a public record's request. Exemptions are found in various provisions of the Florida Statutes, including but not limited to Section 119.071, Florida Statutes (General exemptions from inspection or copying of public records), and Section 119.073, Florida Statutes (Local government agency exemptions from inspection or copying of public records). Section 815.045, Florida Statutes (Trade secret information), provides that trade secret information as defined in Section 812.081, Florida Statutes (Trade secrets; theft, embezzlement; unlawful copying; definitions; penalty) is confidential and exempt from disclosure because it is a felony to disclose such records. The Parties understand and agree that Florida's Public Records Law is very broad and that documents claimed by a Party to be confidential and exempt from public disclosure pursuant to the Public Records Law may in fact not be deemed such by a court of law. Accordingly, the following provisions shall apply:

- a. Identifying Trade Secret or Otherwise Confidential and Exempt Information. For any records or portions thereof that respondent claims to be Trade Secret or otherwise confidential and exempt from public disclosure under the Public Records Law, respondent shall:
 1. Specifically identify the records or specific portions thereof that are confidential and exempt and reference the particular Florida Statute that grants such status. Provide one redacted copy of the record and one copy of the record with the confidential and exempt information highlighted as outlined in items 1 and 2 on the following page. Respondent shall take care to redact only the confidential and exempt information within a record.
 2. Provide an affidavit or similar type of evidence that describes and supports the basis for Contractor's claim that the information is confidential and exempt from public disclosure.
- b. Request for Trade Secret or Otherwise Confidential and Exempt Information.
 1. In the event City receives a public records request for a record with information labeled by respondent as Trade Secret or otherwise as confidential and exempt, City will provide the public record requester with the redacted copy of the record and will notify respondent of the public records request.
 2. However and notwithstanding the above, in the event that City in its sole discretion finds no basis for respondent's claim that certain information is Trade Secret or otherwise confidential and exempt under Florida's Public Records Law, then City shall notify respondent in writing of such conclusion and provide respondent a reasonable amount of time to file for declaratory action requesting a court of law to deem the requested information as Trade Secret or otherwise as confidential and exempt under Florida's Public Records Law. If respondent fails to file for declaratory action within the reasonable amount of time provided, then City will disclose the information requested.
 3. If a public records lawsuit is filed against CITY requesting public disclosure of the information labeled by respondent as Trade Secret or otherwise as confidential and exempt, CITY shall notify respondent and respondent shall intervene in the lawsuit to defend the nondisclosure of such information under Florida's Public Records Law.
 4. Respondent hereby indemnifies and holds CITY, its officers and employees harmless from any and all liabilities, damages, losses, and costs of any kind and nature, including but not limited to attorney's fees, that arise from or are in any way connected with respondent's claim that any information it provided to CITY is Trade Secret or otherwise confidential and exempt from public disclosure under Florida's Public Records Law.
- c. How to Designate Trade Secret or Otherwise Confidential and Exempt Information

If a respondent believes that its reply contains trade secret or otherwise confidential and exempt information (as defined by Florida or Federal law) and should be withheld from disclosure to the public, in such cases the respondent must provide a redacted copy of the proposal for public access.

- Redacted means that the confidential/proprietary information in the proposal has been obscured so that it cannot be read.
- Unredacted means that the entire document, including the confidential/proprietary information, has not be obscured and is visible for the evaluation team to use in their evaluation process.

1. Upload a pdf version reply of the complete UNREDACTED proposal. Include “UNREDACTED, CONFIDENTIAL” in document title. This is the version that will be used by the evaluators when they are reviewing your proposal. It is essential that the items that will be redacted are highlighted in yellow to prevent the evaluation team from discussing these items after the award. The first page of the document for the **unredacted** document should provide a general description of the information respondent has designated as confidential and/or exempt, and provide a reference to the appropriate Florida or Federal statute supporting the confidential and/or exempt classification.
2. Upload a pdf version reply of the REDACTED copy of the proposal. Include “REDACTED” in the document title. This copy will be used to support any public records requests that may arise from this solicitation.

d. How the City will Handle Material Identified as Trade Secret or Otherwise Confidential and Exempt Information

The City’s evaluators will be provided with the complete unredacted proposal, including any trade secret or otherwise confidential and exempt information. The City evaluators will maintain the confidentiality of the information through the evaluation process, including any recorded evaluation team meetings.

In the event a public record request is made to view the information which respondent claims is confidential and/or exempt, the City will notify the respondent and give the respondent a reasonable opportunity (generally 2 business days) to institute appropriate legal action to prevent the disclosure of the information claimed as confidential and/or exempt.

All public records submitted to the City, including those claimed as confidential and/or exempt, will be retained by the City and will not be returned to a respondent at the conclusion of the bidding process.

4.5 EXCEPTION TO THE ITN

Respondents may take exceptions to any of the terms of this ITN unless the ITN specifically states where exceptions may not be taken. Should a respondent take exception where none is permitted, the proposal will be rejected as non-responsive. All exceptions taken must be specific to allow the City a meaningful opportunity to evaluate and rank proposals.

Where exceptions are permitted, the City shall determine the acceptability of the proposed exceptions and the proposals will be evaluated based on the proposals as submitted. The City, after completing evaluations, may accept or reject the exceptions. Where exceptions are rejected, the City may request that the respondent furnish the services or goods described herein, or negotiate an acceptable alternative.

4.6 ONLY ONE BID

Only one bid from any individual, firm, corporation, organization or agency under the same or different name shall be considered. Should it appear to the City that any respondent has a financial interest in more than one submission under this bid, all bids in which such respondent has a financial interest will be rejected. A subcontractor is permitted to appear in more than one submittal for the same bid, as long as the subcontractor is not a lead respondent in any of the submittals. The City considers a financial interest to include, but not be limited, to joint ventures and, partnerships.

4.7 FULLY INFORMED RESPONDENT

A respondent is expected to fully inform itself as to the requirements of the Specifications and Contract terms and conditions; failure to do so will be at its own risk. A respondent shall not expect to secure relief on the plea of error.

PART 5 – PRICING PROPOSAL

Pricing will not be included in the evaluative process, however, respondents are required to submit pricing in a separate document, clearly labelled “Price Proposal”. The City is seeking total project cost. The pricing proposals should be backed up with documentation, i.e. – estimated hours per task, and hourly rate for work performed for each position supporting the project.

The CITY reserves the right to add or delete locations, services, items, OR materials from this contract should it be in the best interest of the City. The contract price may be adjusted upon MUTUAL agreement of the CONTRACTOR and the City’s REPRESENTATIVE AND based upon bid prices.

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PART 6 – EVALUATION PROCESS

6.1 EVALUATION CRITERIA

Proposals will be evaluated in accordance with the procedures described in the City's, [Professional Services Evaluation Handbook](#), as revised specifically for this solicitation (See Attachment 8).

The proposals will be evaluated using the following process: Qualifications Evaluation, Written Proposal Evaluation and/or Presentation/Interview Evaluation, and Other Factors as deemed appropriate. The City shall consider the ability of the firm's professional personnel, the timeline for completion, workload, location, past performance, and previous work with the City. This Evaluation process provides a structured means for consideration of all of these areas.

a. Technical Qualifications Evaluation

The Technical Qualifications Evaluation will assess each respondent's ability based on the experience and qualifications of key team members, the timeline for completion and the firm's record with regard to this type of work, particularly in the City of Gainesville or in the State of Florida. This stage does not involve review and evaluation of a proposal addressing the project scope of work. Consideration will be given to the firm's financial stability and the location where the majority of the technical work will be produced. The City will not be impressed with excessive amounts of boilerplate, excessive numbers of resumes, excessive length of resumes, excessive numbers of photographs, work that distant offices have performed, or work not involving personnel to be assigned to the proposed project.

b. Written Proposal Evaluation

The Written Proposal Evaluation will assess the respondent's understanding of the project and the proposed approach to be undertaken as addressed in a written proposal, including a timeline of activities for each deliverable. The evaluation process will assess how effectively the requirements of the scope of services have been addressed. The written proposal should identify a project manager and other key members of the project/service team. It should relate the capabilities of the project/service team to the requirements of the scope of services. Proposals will be evaluated on the depth of prior experience in engaging the community, working with Subject Matter Experts, and working with local governments in the State of Florida and/or with the State of Florida.

c. Presentation/Interview Evaluation

The Proposal Presentation/Interview Evaluation is based on an oral presentation that addresses both the technical qualifications of the firm and the approach to the project. Importance is given to the firm's understanding of the project scope of work, the placement of emphasis on various work tasks, and the response to questions. The evaluation process will assess the project manager's capability and understanding of the project and his/her ability to communicate ideas. The role of key members of the project/service team should be established based on the scope of services and the firm's approach to the project/service. The role of any subcontracted firm in the proposal should be clearly identified. Unique experience and exceptional qualifications may be considered with emphasis on understanding of the project/service, particularly "why it is to be done" as well as "what is to be done". The City of Gainesville will not be impressed with excessive boilerplate, excessive participation by "business development" personnel, and the use of "professional" presenters who will not be involved in the project or future presentations.

d. Other factors

The Other Factors to be considered, based upon the specific project (but not limited to), are those items, such as Small or Service-Disabled Veteran Business and/or Local Preference.

e. Price

Price is not an evaluative factor in this solicitation. The Price will not be submitted to the evaluation team for review, but may be addressed in the negotiation of an awarded contract. Please use Required Form D – Pricing Page for this purpose.

PART 7 – AWARD

7.1 TIE BIDS

Whenever two or more bids which are equal with respect to price, quality and service are received, preference shall be given in the following order: (1) Respondents submitting the attached Drug-Free Workplace form with their bid/proposal certifying they have a drug free workplace in accordance with Section 287.087, Florida Statutes; (2) Respondents located within the City of Gainesville, if not subject to the Local Preference Ordinance; (3) Respondents located within Alachua County; (4) Respondents located within the State of Florida; and (5) coin toss.

7.2 DRUG-FREE WORKPLACE

Preference shall be given to submitters providing a certification with their qualifications certifying they have a drug-free workplace whenever two or more bids which are equal with respect to price, quality, and service are received in accordance with Section 287.087, Florida Statutes. The attached form should be filled out and returned with the qualifications in order to qualify for this preference.

7.3 CONTRACT TERMS AND CONDITIONS

The City may award a contract on the basis of initial offers received, without discussions. A sample contract is attached to the bid. Therefore, each initial offer should contain the respondent's best terms from a cost or price and technical standpoint and any changes to the sample contract.

The City reserves the right to enter into contract negotiations with the selected respondent regarding the terms and conditions of the contract and technical terms. If the City and the selected respondent cannot negotiate a successful contract, the City may terminate said negotiations and begin negotiations with the next selected respondent. This process will continue until a contract has been executed or all respondents have been rejected. No respondent shall have any rights against the City arising from such negotiations.

7.4 CONTRACT AWARD

The award(s), if any, shall be made to the respondent(s) whose proposal(s) shall be deemed by the City to be in the best interest of the City. The decision of the City of whether to make the award(s) and which proposal is in the best interest of the City shall be final.

7.5 CONTRACT

The Contract to be entered into will designate the successful respondent as the City's Contractor. The terms and conditions in the Sample Contract, Part 9, shall be applicable and binding. The successful respondent will be required to execute an agreement with the City in substantially the same format as found in Part 9.

7.6 BID PROTEST

Participants in this solicitation may protest the ITN specifications or award in accordance with Section 41-680 of the Financial Services Procedures Manual.

7.7 ITN POSTPONEMENT/CANCELLATION/WAIVER OF IRREGULARITIES

The City may, at its sole and absolute discretion, reject any and all, or parts of any and all, proposals; re-advertise this ITN; postpone or cancel, at any time, this ITN process; or waive any irregularities in this ITN or in the proposals received as a result of this ITN. See Section 41-444 [Financial Services Procedures Manual](#).

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PART 8 – GENERAL INFORMATION

8.1 REIMBURSABLES

If travel is involved in the execution of an awarded contract for this solicitation, should any air travel be required the City's travel policy allows for Coach air travel only. All other travel will be billed in accordance with the Federal General Services Administration rates which can be found at: <https://www.gsa.gov/travel/plan-book/per-diem-rates>. In addition, long distance phone calls, printing, and other administrative costs may be billed at cost only -no mark-up. Evidence of these expenditures will be submitted when invoicing the City.

8.2 LOCAL PREFERENCE

In bidding of, or letting contracts for procurement of, supplies, materials, equipment and services, as described in the purchasing policies, the city commission, or other purchasing authority, may give a preference to local businesses in making such purchase or awarding such contract in an amount not to exceed five percent of the local business' total bid price, and in any event the cost differential should not exceed \$25,000.00. Total bid price shall include not only the base bid price but also all alterations to that base bid price resulting from alternates which were both part of the bid and actually purchased and awarded by the City Commission or other authority. In the case of requests for proposals, letter of interest, best evaluated bids, qualifications or other solicitations and competitive negotiation and selection in which objective factors are used to evaluate the replies. Local Businesses are assigned five (5) percent of the total points of the total evaluation points.

Local business means the vendor has a valid business tax receipt, issued by the City of Gainesville at least six months prior to bid or proposal opening date, to do business in said locality that authorizes the business to provide the goods, services, or construction to be purchased, and a physical business address located within the limits of said locality, in an area zoned for the conduct of such business, from which the vendor operates or performs business on a day-to-day basis. Post office boxes are not verifiable and shall not be used for the purpose of establishing said physical address. In order to be eligible for local preference, in the Bid or ITN evaluation, the vendor must provide a copy of the business tax receipt and Zoning Compliance Permit. For more information on City's Local Preference Policy: [Municipal Code Article X Local Preference Policy](#).

8.3 SMALL AND SERVICE-DISABLED VETERAN BUSINESS PARTICIPATION

Small or Service-Disabled Veteran's Business Enterprise Definition: A Small Business or a Service-Disabled Veteran's Business, which is duly licensed and authorized to engage in business and maintains a permanent principal place of operation with full time personnel within Alachua, Bradford, Columbia, Gilchrist, Levy, Putnam, or Union County and possess a current City business tax receipt as required, and is so certified by the Small and Service-Disabled Veteran's Business Program Coordinator.

It is the policy of the City of Gainesville that small and service-disabled veteran businesses as defined in the Small and Service-Disabled Veteran Business Program, have the maximum practical opportunity to participate in contracting opportunities provided by the City. In keeping with this policy, each respondent is asked to state whether it will utilize small and service-disabled veteran businesses that are eligible for assistance to perform work on the project(s) being advertised.

For respondents not yet certified by the City, a small and service-disabled veteran application may be accessed via the [Diversity Business Management System](#) website. To be considered as a certified small and/or service-disabled veteran business, a respondent must have a current certificate at the time of the solicitation submittal due date. For more information on certified small and service-disabled veteran businesses, please visit the [Office of Equity and Inclusion](#) website.

8.4 LIVING WAGE REQUIREMENTS

Living Wage requirements, Ordinance 020663, as amended in Ordinance 030168, and in [Ordinance 180999](#), and as shown on the City's web page, applies to contracts solicited by the City after midnight on March 31, 2021. Section 2-619. – Living Wage Requirements.

The following are requirements of each service contractor/subcontractor:

- a. A service contract or/subcontractor shall pay a living wage to each of its covered employees during the time they are providing the covered services.
- b. A copy of the living wage rate shall be posted by the service contractor/subcontractor in a prominent place where it can easily be seen by the covered employees and shall be supplied to any covered employee upon request.
- c. Each service contractor shall make all of its service subcontractors aware of the requirements of this division and shall include the contract provisions listed in the **Sample Contract** under the *Living Wage* paragraph in each of its service

subcontracts to ensure compliance with this article. The city shall not be deemed a necessary or indispensable party in any litigation between the service contractor and a subcontractor.

- d. A service contractor/subcontractor shall not discharge, reduce the compensation of, or otherwise retaliate against any covered employee for filing a complaint, participating in any proceedings or otherwise asserting the requirement to pay a living wage under this division. A covered employee who claims their employer has not paid them a living wage as required by this division may file a written complaint with the city.
- e. Each service contractor/subcontractor shall produce payroll records, and any other requested documentation to the city as necessary for the city to audit or investigate compliance with or a reported violation of this division.

The adjusted Living Wage for this contract will be \$15.00 per hour (Living Wage with Health Benefits) or \$17.25 per hour if Health Benefits are not offered. The living wage for this contract will increase annually on the anniversary date of the contract at the City's prevailing living wage rate, which is updated October 1 each year.

8.5 TAXES, CHARGES AND FEES

The respondent agrees that any applicable Federal, State and Local sales and use taxes, which are to be paid by City of Gainesville, are included in the stated bid prices. Since the City of Gainesville is often exempt from taxes for equipment, materials and services, it is the responsibility of the Contractor to determine whether sales taxes are applicable. The Contractor is liable for any applicable taxes which are not included in the stated bid prices.

8.6 COSTS INCURRED BY RESPONDENTS

All expenses involved with the preparation and submission of proposals to the City, or any work performed in connection therewith shall be borne by the respondent(s). No payment will be made for any replies received, nor for any other effort required of or made by the respondent(s) prior to commencement of work as defined by a contract approved by the City Commission (if so required).

8.7 RULES; REGULATIONS; LICENSING REQUIREMENT

The respondent shall comply with all laws, ordinances and regulations applicable to the services contemplated herein, including those applicable to conflict of interest and collusion. Respondents are presumed to be familiar with all Federal, State and local laws, ordinances, codes and regulations that may in any way affect the services offered.

8.8 RECORDS/AUDIT

Contractor shall maintain records sufficient to document their completion of the scope of services established by this Contract. These records shall be subject at all reasonable time to review, inspect, copy and audit by persons duly authorized by the City. These records shall be kept for a minimum of three (3) years after completion of the Contract. Records which relate to any litigation, appeals or settlements of claims arising from performance under this Order shall be made available until a final disposition has been made of such litigation, appeals, or claims.

8.9 DEBARMENT, SUSPENSION, OTHERWISE EXCLUDED

By submitting this proposal, respondent agrees that it:

- a. Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- b. Has not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements or receiving stolen property;
- c. Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission or any of the offenses enumerated in paragraph (2) of this certification; and
- d. Has not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

8.10 PUBLIC ENTITY CRIME INFORMATION STATEMENT

Section 287.133 (2)(a), Florida Statutes, contains the following provisions: "A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a

contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity, in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.”

8.11 INVESTIGATION OF ALLEGED WRONGDOINGS, LITIGATION/SETTLEMENTS/FINES/PENALTIES

The City Commission specifically requests that responders to this document indicate in writing any investigations of wrongdoings, litigation and/or settlements, and fines or penalties (anywhere in the U.S.) involving the respondent and specific contractors listed as projected to provide services to the City. You may be required to respond to questions on this subject matter.

8.12 NON-DISCRIMINATION POLICY AND COMMERCIAL NON-DISCRIMINATION REQUIREMENT

As a condition of entering into this agreement, the company represents and warrants that it will comply with Title VI and Title VII of the Civil Rights Act of 1964 and all other federal, state or local laws prohibiting discrimination. The company shall not discriminate on the basis of race, color, religion, gender, national origin, marital status, sexual orientation, age, disability or gender identity, or other unlawful forms of discrimination in the solicitation, selection, hiring, commercial treatment of subcontractors, vendors, suppliers or commercial customers, nor shall the company retaliate against any person for reporting instances of such discrimination.

The City reserves the right to investigate any claims of illegal discrimination by the Contractor and in the event a finding of discrimination is made and upon written notification thereof, the Contractor shall take all necessary steps to cure and rectify such action to the reasonable satisfaction of the City. The company understands and agrees that a violation of this clause shall be considered a material breach of this agreement and may result in termination of this agreement, disqualification of the company from participating in City contracts, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

For more information on this policy and requirement, please visit the [Office of Equity and Inclusion](#).

8.13 USE OF ITN REPLY IDEAS

The City has the right to use any or all information presented in any reply to the ITN, whether amended or not, except as prohibited by law. Selection or rejection of the submittal does not affect this right.

8.14 E-VERIFY REQUIREMENT

Section 448.095, Florida Statute states the statute shall be construed in a manner so as to be fully consistent with any applicable federal laws or regulations. The Contractor shall (1) utilize the U.S. Department of Homeland Security’s E-Verify system to verify the employment eligibility of all new employees hired by the Contractor during the term of the Contract; and (2) shall expressly require any subcontractors performing work or providing services pursuant to the Contract to likewise utilize the U.S. Department of Homeland Security’s E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term. Alternatively, Contractor shall provide proof that one of the exceptions to the E-Verify federal contractor rule applies.

8.15 INTERNATIONAL PROPOSER REQUIREMENTS

The City is unable to send ACH payments to international banks. Therefore, ACH payments will only be made to U.S.A. banks. Additionally, the international company must be from a country that has a tax treaty with the U.S.A. International proposers must agree to these requirements and provide proof of same should they receive an award recommendation.

8.16 INTENTIONALLY LEFT BLANK

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PART 9 – SAMPLE CONTRACT

THIS CONTRACT (“Contract”), entered into on the ____ day of _____, 20____ between the CITY OF GAINESVILLE, a Florida municipal corporation, (“City”), and _____, (“Contractor”), , taken together, shall be known as “Parties”.

WHEREAS, clauses that briefly describe project and history of project (if applicable)

NOW, THEREFORE, in consideration of the foregoing premises and the mutual covenants contained herein, the Parties agree as follows:

1. EFFECTIVE DATE AND TERM OF CONTRACT.

The term of the Contract shall be three (3) year(s), commencing on the date of final execution of the contract and terminating on three (3) years thereafter. The Contract may be extended, upon mutual agreement of the Parties. Upon extension of the Contract term, the Contract Price may be increased or decreased based upon the Consumer Price Index as of insert date.

2. SCOPE OF SERVICES.

Project or Product or Service Description:

,as more specifically described in the Specifications.

3. CONTRACT DOCUMENTS.

- A. The Contract consists of the following documents, whether attached to this Contract or incorporated by reference (collectively the ‘Contract Documents’):
1. Contract;
 2. Addenda to Bid Documents (*attach and identify by title, number and date*);
 3. Bid Documents (*attach and identify by title, number and date*); and
 4. Contractor’s reply to Bid documents (*attach and identify by title, number and date*).
- B. The Contract Documents constitute the entire contract between the City and Contractor. In the event of conflict or inconsistency between the Contract Documents, the order of precedence for interpretation shall be the order in which the Contract Documents are listed above. Conflict or inconsistency within a particular contract document shall be resolved by having the more specific reference to the matter prevail.

4. TIME FOR PERFORMANCE.

The Parties agree that time is of the essence for the Scope of Services. Contractor shall complete the work on or before [date].

5. COMPENSATION/PAYMENT.

City will pay Contractor in an amount not to exceed (\$ amount bid if lump sum or budget amount if annual agreement) for the term of the contract. Payment shall be based upon (*describe whether City is paying on an hourly basis, or for a percentage of work completed, amount of material delivered or some other measurement*).

City shall make payments in accordance with the Local Government Prompt Payment Act, Sections 218.70, et. seq. Florida Statutes. Contractor will be paid electronically as an electronic funds transfer (EFT).

6. INDEMNIFICATION.

Contractor shall indemnify the City, its officials, agents and employees, and hold it harmless from suits, actions, damages, liability, expenses, losses and costs, including, but not limited to reasonable attorney’s fees in connection with loss of life, bodily or personal injury, or property damage arising from or occasioned by any act or omission or negligence or intentional wrongdoing on the part of the Contractor and other persons employed or utilized by the Contractor.

7. ANTI-DISCRIMINATION.

CONTRACTOR shall not discriminate on the basis of race, color, religion, gender, national origin, marital status, sexual orientation, age, disability or gender identity, or other unlawful forms of discrimination in the performance of this Contract. CONTRACTOR understands and agrees that a violation of this clause shall be considered a material breach of this Contract and may result in termination of the Contract. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

8. INSURANCE.

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

Workers' Compensation insurance	providing coverage in compliance with Florida Statute FS 440
Professional Liability insurance	\$1,000,000 per occurrence combined single limit for bodily injury and property damage
Public Liability insurance (other than automobile) consisting of broad form comprehensive general liability insurance including contractual coverage	\$1,000,000 per occurrence combined single limit for bodily injury and property damage
Automobile Liability insurance	\$500,000 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.

9. SOVEREIGN IMMUNITY.

Nothing in the Contract Documents shall be interpreted as a waiver of the City's sovereign immunity as granted under Section 768.28, Florida Statutes.

10. LIVING WAGE.

The definitions, terms and conditions of the city's living wage requirements set forth in Division 2 of Article IX of Chapter 2 of the City's Code of Ordinances shall apply to this agreement. These requirements include that the service contractor/subcontractor: shall pay a living wage to each covered employee during the term of this agreement, including any extension(s) to this agreement; shall maintain records sufficient to demonstrate compliance with the living wage requirements; shall not discharge, reduce the compensation of, or otherwise retaliate against any covered employee for filing a complaint, participating in any proceedings or otherwise asserting the requirement to pay a living wage; shall cooperate with any city audit or investigation concerning compliance with or a reported violation of the living wage requirements, including providing all requested documentation. Failure to comply with the City's living wage requirements shall be a material breach of this agreement, enforceable by the city through all rights and remedies at law and equity.

11. TERMINATION.

- A. If the Contractor fails to observe or perform in accordance with the Contract Document (a "Default"), then the City, after providing at least ten (10) days written notice to the Contractor of the Default and the City's intent to terminate if such Default continues unremedied during the ten (10) day period, may terminate this Contract without prejudice to any other rights or remedies the City may have under this Contract and Florida law.
- B. This Contract may be terminated by the City, without cause, upon thirty (30) days written notice to the Contractor. In the event this Contract is so terminated, the Contractor shall be compensated for services rendered through the effective date of the termination.

12. MULTI-YEAR CONTRACT.

The obligations of the City as to any funding required pursuant to this Contract shall be limited to an obligation in any given year to budget and appropriate from legally available funds, after monies for essential City services have been budgeted and appropriated, sufficient monies for the funding that is required during that year. Notwithstanding the foregoing, the City shall not

be prohibited from pledging any legally available non-ad valorem revenues for any obligations heretofore or hereafter incurred, which pledge shall be prior and superior to any obligation of the City pursuant to this Contract.

13. INDEPENDENT CONTRACTOR.

Contractor shall be considered an independent contractor and as such shall not be entitled to any right or benefit to which City employees are or may be entitled to by reason of employment. Except as specifically noted in the Contract Documents, Contractor shall be solely responsible for the means, method, techniques, sequences, and procedures utilized by the Contractor for the full performance of the Contract Documents.

14. INTELLECTUAL PROPERTY AND WORK PRODUCT.

- A. Ownership and Publication of Materials. All reports, information, data, and other materials prepared by the Contractor pursuant to the Contract Documents, except those separately identified in the Scope of Services or in other written agreements between the Parties, are owned by the City. The City has the exclusive and unrestricted authority to release, publish or otherwise use, in whole or in part, information contained therein and relating thereto. No material produced in whole or in part under the Contract Documents may be copyrighted or patented in the United States or in any other country without prior written approval of the City.
- B. Intellectual Property. Contractor warrants that it owns or has rights to use all intellectual property used for the scope of each project, including patent rights, copyrights, or other intellectual property rights, except with respect to designs, processes or products of a particular manufacturer expressly required by the City [or process or product is an infringement of a patent, copyright or other intellectual property, the Contractor shall promptly give City [and Professional if applicable] written notice of the infringement.

15. RECORDS AND RIGHT-TO-AUDIT.

Contractor shall maintain records sufficient to document completion of the scope of services established by the Contract Documents. These records shall be subject at all reasonable time to review, inspect, copy and audit by persons duly authorized by the City. These records shall be kept for a minimum of three (3) years after termination of the Contract. Records that relate to any litigation, appeals or settlements of claims arising from performance under this Contract shall be made available until a final disposition has been made of such litigation, appeals, or claims.

16. CONTRACTOR'S ASSURANCES.

Contractor warrants that the goods and services supplied to the City pursuant to this Contract shall at all times fully conform to the specifications set forth in the Invitation to Bid and be of the highest quality. In the event the City, in the City's sole discretion, determines that any product or services supplied pursuant to this Contract is defective or does not conform to the specifications set forth in the Invitation to Bid, the City reserves the right unilaterally to cancel an order or cancel this Contract upon written notice [and an opportunity to cure if applicable] to the Contractor, and reduce commensurately any amount of money due the Contractor.

17. WARRANTY.

[are there specific warranties requested in the bid? If so, list them here or reference them here]

18. PUBLIC RECORDS.

Florida has a very broad public records law and certain records of a contractor may be considered public records. Accordingly, by entering into an agreement with the City, contractor must:

1. Keep and maintain public records required by the public agency to perform the service.
2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable

requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (telephone number, e-mail address, and mailing address).

19. DISPUTE RESOLUTION

Except as otherwise provided in this Contract, any dispute concerning a question of fact or of interpretation of a requirement of the Contract which is not disposed of by mutual consent between the parties shall be decided by the City Manager or designee, who shall reduce the decision to writing and furnish a copy thereof to the parties. In connection with any dispute proceeding under this clause each party shall be afforded an opportunity to be heard and to offer evidence in support of its version of the facts and interpretation of the Contract. The City Manager or designee shall make such explanation as may be necessary to complete, explain or make definite the provisions of this Contract and the findings and conclusions shall be final and binding on both parties. Pending the final decisions of a dispute hereunder, Contractor shall proceed diligently with its performance of the Contract in accordance with the preliminary directions of the City Manager or designee.

20. FORCE MAJEURE

If the performance of the Contract is delayed by fire, lightning, earthquake, cyclone, or other such cause completely beyond the control of either the City or the Contractor, then the time for completion of the Contract shall be extended for a period equivalent to the time lost by reason of any of the aforesaid causes.

21. APPLICABLE LAW AND VENUE.

This Contract shall be governed by and construed in accordance with the laws of the State of Florida, notwithstanding any Florida conflict of law provision to the contrary. In the event of any legal action under this Contract, venue shall be in Alachua County, Florida.

22. DEFAULT AND REMEDIES.

The non-breaching party shall have available all remedies at law.

23. NOTICES.

Any notices from either party to the other party must be in writing and sent by certified mail, return requested, overnight courier service or delivered in person with receipt to the following:

CITY:

City of Gainesville
Insert Department Name
Attn:
Insert Address

CONTRACTOR:

Insert Contractor's Information

24. SEVERABILITY.

If any provision of this Contract is declared void by a court of law, all other provisions will remain in full force and effect.

25. INTEGRATION/MERGER.

This Contract, together with the attached bid documents, contains the entire contract and understanding of the Parties regarding the matters set forth herein and supersedes all previous negotiations, discussions, and understandings, whether oral or written, regarding such matters. The Parties acknowledge that they have not relied on any promise, inducement, representation, or other statement made in connection with this agreement that is not expressly contained in this Contract. The terms of this Contract are contractual and not merely recital.

26. MODIFICATION AND WAIVER.

The provisions of this Contract may only be modified or waived in writing signed by all the Parties. No course of dealing shall be deemed a waiver of rights or a modification of this Contract. The failure of any party to exercise any right in this contract shall not be considered a waiver of such right. No waiver of a provision of the Contract shall apply to any other portion of the Contract. A waiver on one occasion shall not be deemed to be a waiver on other occasions.

27. CAPTIONS AND SECTION HEADINGS.

Captions and section headings used herein are for convenience only and shall not be used in construing this Contract.

28. ASSIGNMENT OF INTEREST.

Neither party will assign or transfer any interest in the Contract without prior written consent of the other party.

29. SUCCESSORS AND ASSIGNS.

The Parties each bind the other and their respective successors and assigns in all respects to all the terms, conditions, covenants, and provisions of this Contract.

30. THIRD PARTY BENEFICIARIES.

This Contract does not create any relationship with, or any rights in favor of, any third party.

31. CONSTRUCTION.

This Contract shall not be construed more strictly against one party than against the other merely by virtue of the fact that it may have been prepared by one of the Parties. It is recognized that both Parties have substantially contributed to the preparation of this Contract.

32. EXHIBITS.

All exhibits attached to this Contract are incorporated into and made part of this Contract by reference.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement, or caused to be executed by their duly authorized officials, on the day and year first written above.

NAME OF COMPANY:

CITY OF GAINESVILLE:

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

APPROVED AS TO FORM AND LEGALITY

City Attorney

PART 10 – REQUIRED FORMS, EXHIBITS & ATTACHMENTS

The following documents/forms are included in this section:

REQUIRED FORM A - Respondent Verification Form

REQUIRED FORM B - Drug-Free Workplace Form

REQUIRED FORM C - Reference Form

REQUIRED FORM D – Pricing Page

Exhibit A – Zoom meeting access information

Attachment 1 - 2020-03-2-Heritage Trail Stakeholder Meeting

Attachment 2 - Family of Signs

Attachment 3 - Information & Interpretive Elements

Attachment 4 - Attachment-Mission Statement

Attachment 5 – Vision

Attachment 6 – Points of Interest & Site Map

Attachment 7 – A Quinn Jones - As-Built Survey by J. Brown

Attachment 8 - PROFESSIONAL SERVICES EVALUATION HANDBOOK

REQUIRED FORM A - RESPONDENT VERIFICATION FORM

1. LOCAL PREFERENCE (Check one)

Local Preference requested: ☐ YES ☐ NO

A copy of your *Business Tax Receipt* must be included in your submission if you are requesting Local Preference:

2. QUALIFIED SMALL BUSINESS AND/OR SERVICE DISABLED VETERAN BUSINESS STATUS

- a. Is your business qualified, in accordance with the City of Gainesville's Small Business Procurement Program, as a local Small Business? ☐ YES ☐ NO
- b. Is your business qualified, in accordance with the City of Gainesville's Small Business Procurement Program, as a local Service-Disabled Veteran Business? ☐ YES ☐ NO

3. REGISTERED TO DO BUSINESS IN THE STATE OF FLORIDA

Is Respondent registered with Florida Department of State's, Division of Corporations, to do business in the State of Florida?

☐ YES ☐ NO (refer to Part 1, 1.6, last paragraph)

If the answer is "YES", provide a copy of SunBiz registration or SunBiz Document Number (# _____)

If the answer is "NO", please state reason why: _____

4. DIVERSITY AND INCLUSION (Applies to solicitations above \$50,000)

Does your company have a policy on diversity and inclusion? ☐ YES ☐ NO

If yes, please attach a copy of the policy to your submittal.

Note: Possessing a diversity and inclusion policy will have no effect on the City's consideration of your submittal, but is simply being requested for information gathering purposes.

Respondent's Company Name

Signature of Authorized Representative

Date

Legibly Print or Type Name and Title of Authorized Representative

REQUIRED FORM B - DRUG-FREE WORKPLACE

The undersigned respondent in accordance with Florida Statute 287.087 hereby certifies that

_____ does:
Name of Respondent

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for the drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Respondent's Signature

Date

REQUIRED FORM C – REFERENCES

Name of Respondent: _____

Provide information for three (3) references of similar scope performed within the past three (3) years. You may include photos or other pertinent information.

#1 Year(s) services provided (i.e. 1/2015 to 12/2018): _____

Company Name: _____

Address: _____

City, State Zip: _____

Contact Name: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

#2 Year(s) services provided (i.e. 1/2015 to 12/2018): _____

Company Name: _____

Address: _____

City, State Zip: _____

Contact Name: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

#3 Year(s) services provided (i.e. 1/2015 to 12/2018): _____

Company Name: _____

Address: _____

City, State Zip: _____

Contact Name: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

REQUIRED FORM D – PRICING PAGE

Price is not an evaluative factor in this solicitation. The Pricing Page will not be submitted to the evaluation team for review, but may be used during the negotiation of an awarded contract.

1. Provide a Total Cost of Project Lump Sum Amount
2. Provide backup to support the Lump Sum Amount, including:
 - a. Estimated hours to complete the project
 - b. Hourly rates of each Project Team Member
 - c. List all additional costs contemplated in the completion of the project

Pricing Page should be signed by a officer of the company who is authorized to commit the company to the pricing presented and/or negotiate pricing based on the initial price presented.

Authorized Signature

Title: _____

Name of Company: _____

Date: _____

EXHIBIT A – ZOOM MEETING ACCESS INFORMATION

Non Mandatory Pre-Bid Meeting Tuesday, May 23, 2023, 3:30pm EDT

Join Zoom Meeting

<https://uso6web.zoom.us/j/7769614233?pwd=QVZSV2pnaDZITzRmVEt1OFNiQlBrUTog>

Meeting ID: 776 961 4233

Passcode: zTrjn4

One tap mobile

+13052241968,,7769614233#,,, *676822# US

+13126266799,,7769614233#,,, *676822# US (Chicago)

Dial by your location

+1 305 224 1968 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 689 278 1000 US

+1 719 359 4580 US

+1 720 707 2699 US (Denver)

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

Meeting ID: 776 961 4233

Passcode: 676822

Find your local number: <https://uso6web.zoom.us/j/7769614233?pwd=QVZSV2pnaDZITzRmVEt1OFNiQlBrUTog>

Fifth Avenue | Pleasant Street



HERITAGE TRAIL

Heritage Trail Stakeholder Update
March 3, 2020



Discussion Outline

- Overview of Community
- Project Planning + Improvements to Date
- Heritage Trail Mission
- Heritage Trail Goal - *Draft*
- Trail Components
 - Points of Interest
 - Route
 - Logo
 - Interpretive Elements
- Next Steps



Sunday School class with Rev & Mrs. William Mt Pleasant Church

Fifth Ave. and Pleasant St. Community

- Is Gainesville's **oldest African American community**
 - Fifth Avenue Neighborhood
 - Pleasant Street Neighborhood
- Recognized on the **National Register of Historic Places**



Fifth Avenue



Pleasant Street

Fifth Ave. and Pleasant St. Community

- Includes Gainesville's oldest and still active African American churches and businesses
- Is home of state and national historic figures, including educator Prof. Jones and artist Jesse Aaron
- Was the start and center of the civil rights movement in Gainesville



Graduating class Lincoln High School 1937

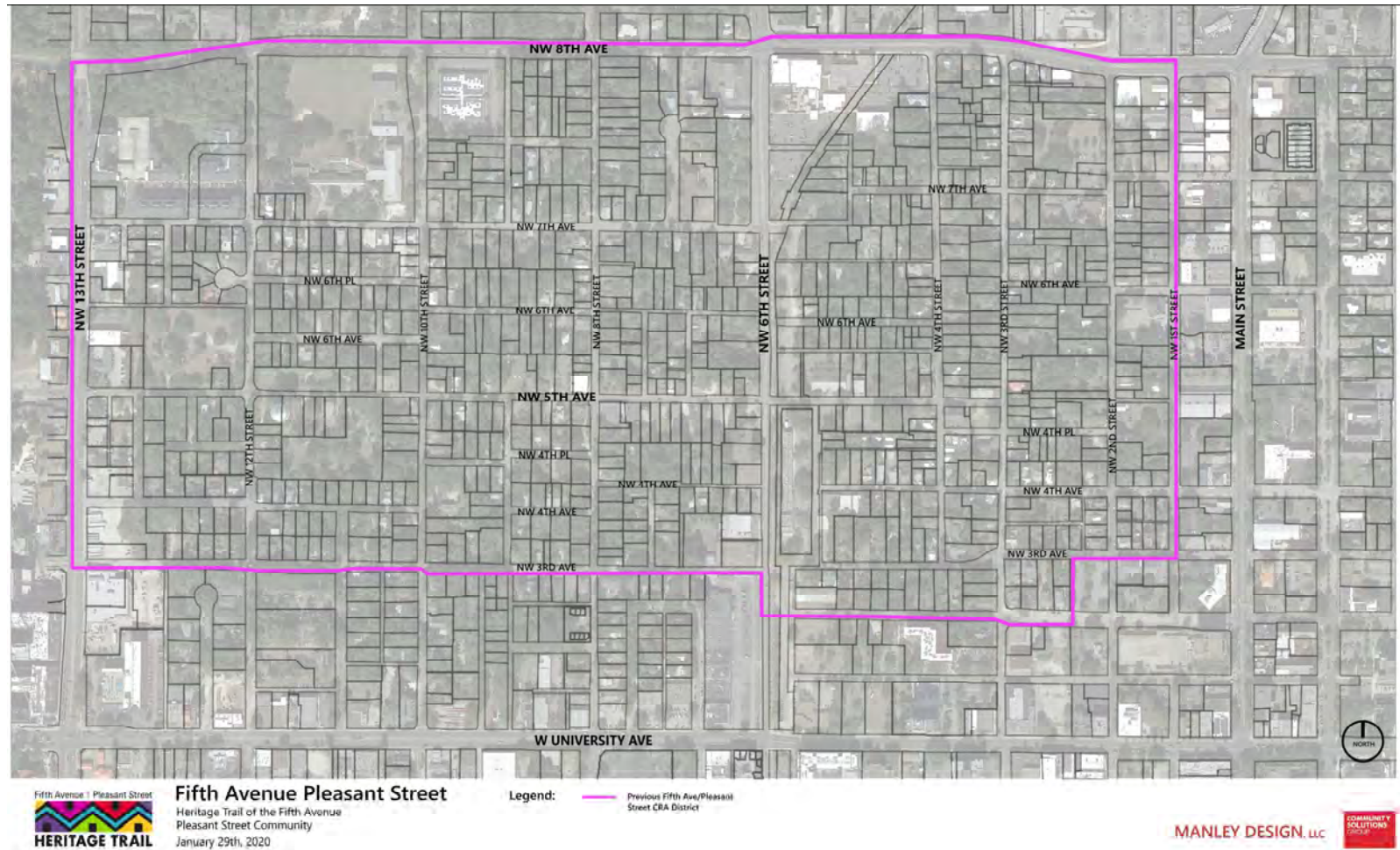


Jesse Aaron



The Radio Boys

Fifth Ave. Pleasant St. Community



Project Planning to Date

2009	Project Visioning
2010	Project Master Plan
2017	Concept Development and Data Collection
2018	Feasibility and Implementation Strategy



Dix Lathrop neighborhood workshop



Synergy Report



2018 Public Meeting

Improvements to Date

- 2009 - 2014 Completion of [6th St. Rail Trail](#)/portion of future Heritage Trail
- 2010 Completion of [NW 5th Ave. Streetscape](#)/future Heritage Trail
- 2017 Completion of [AQJ Museum and Cultural Center](#) renovations/
future Heritage Trail trailhead



6th Street Trail



NW 5th Avenue Streetscape



A. Quinn Jones Museum

Heritage Trail Mission - DRAFT

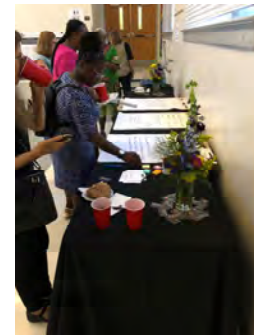
“The Heritage Trail will celebrate the people, places, and events of the historic African American Fifth Avenue and Pleasant Street community.”



2009 Stakeholder Meeting



2018 Neighborhood Workshop



2018 Neighborhood Workshop

Heritage Trail Project Goal - DRAFT

"The proposed trail system will feature a family of interpretive signs and interactive experiences focused on the neighborhood's history and its connection to the broader community context."



2009 Stakeholder Meeting



2009 Stakeholder Meeting



2019 Stakeholder Update

Current Scope

- Synthesize previous information
- Confirm and vet Historic Sites/"Points of Interest"
- Field verification and analysis of trail route
- Development of draft trail sign designs



2019 Kick-Off Stakeholder Meeting

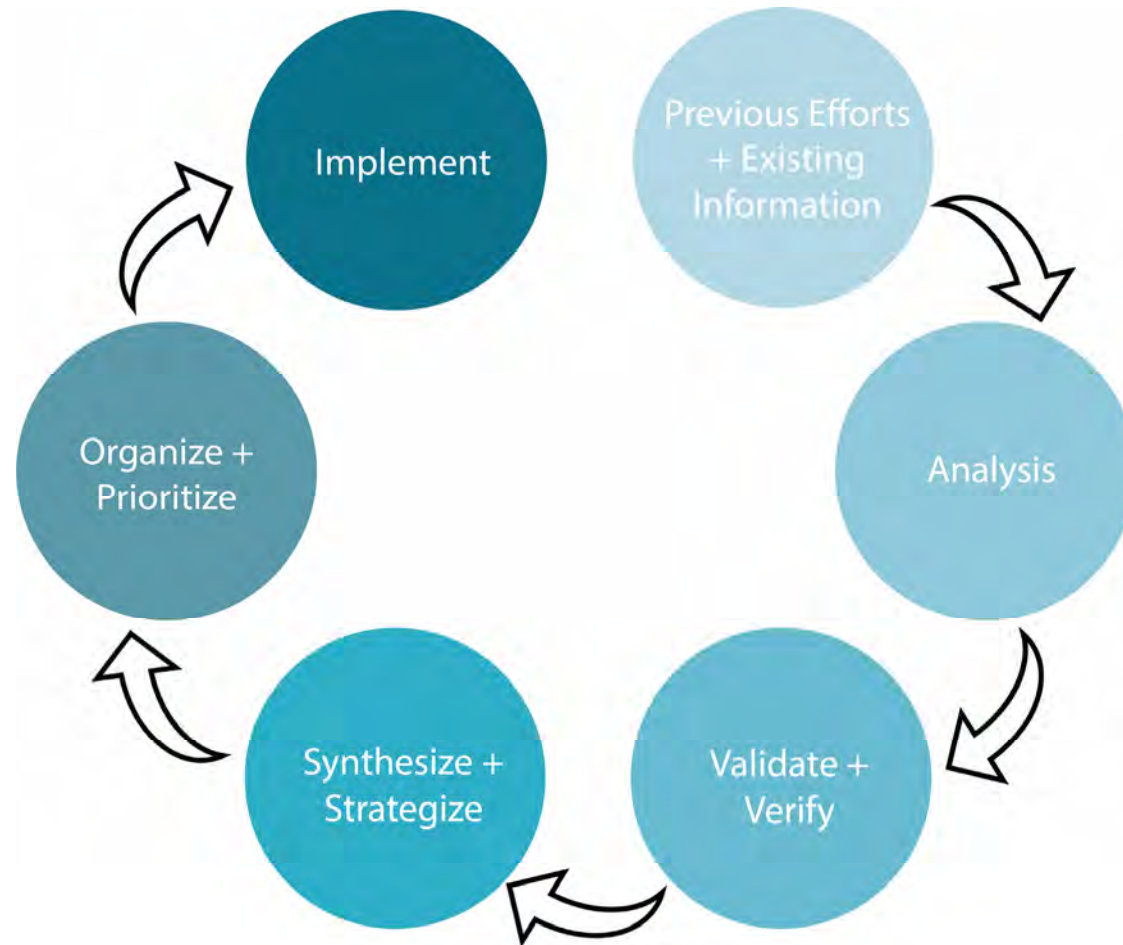


2019 Kick-Off Stakeholder Site Review

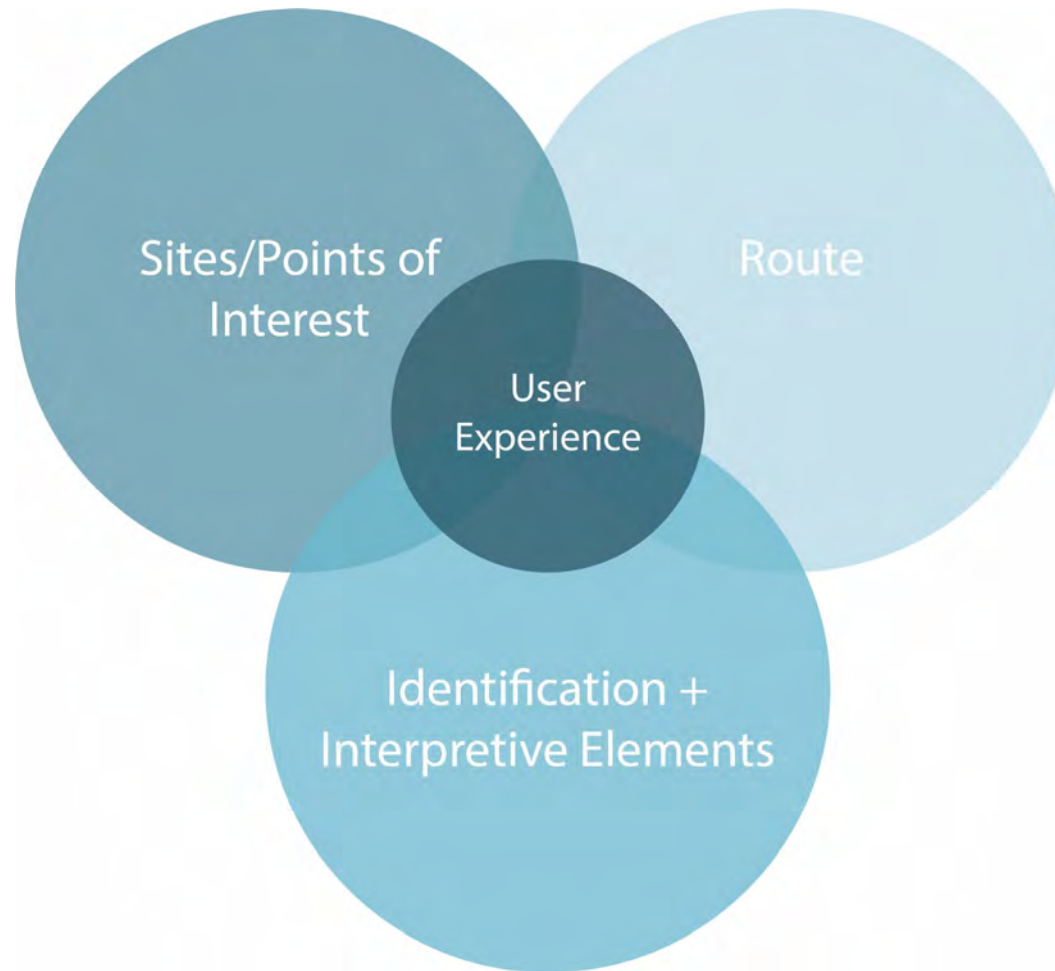


2019 Stakeholder Update

Planning and Design Process



Trail Components



Points of Interest



A. Quinn Jones Museum

Points of Interest

- POI is the place at which **history happened**
- Input from **previous trail planning efforts**
- From multiple **Stakeholder input sources**
- Input from **historic resources**
 - 1974 Fifth Avenue Pleasant Street Historic Statement of Significance
 - 2007 State of Florida Black Heritage Trail
 - 2018 Heritage Trail Information Session
 - Florida Division of Historical Resources' Florida Historical Marker
- Compiled into **one document**



Florida Black Heritage Trail Document



Old Mount Caramel Church



Dr. Ayer's Office



A. Quinn Jones High School

Points of Interest Criteria

- **Evaluation criteria** developed to **objectively determine** which sites to include in the **Heritage Trail story**
- DRAFT criteria:
 - Is the site currently listed in the **National Register of Historic Places** and **National Historic Landmarks Program**?
 - Is the site mentioned in the **Statement of Significance** of the National Register application?
 - Was the site home or host to an event that included a **recognized civil rights leader, politician, educator, artist, musician, academic**, etc?
 - Is the site mentioned within the **Green Book**?



Dunbar Hotel, Pleasant Place 1998



Friendship Sunday School Class

Points of Interest Criteria – Cont.

- DRAFT criteria, continued:
 - Is the site currently identified with a State of Florida Division of Historical Resources' [Florida Historical marker](#)?
 - Is the site listed in the [State of Florida Black Heritage Trail](#)?
 - Is the site listed on the [local historic registry](#)?
 - Is the original structure [still standing](#)?
 - Is the site [directly on](#) the proposed Heritage Trail route?





Florida Historical Marker

Points of Interest

- If meet 1 or more criteria, then included as a Point of Interest
- 'Key Sites' fulfill 4 or more criteria:
 1. A. Quinn Jones Museum
 2. A. Quinn Jones School
 3. Glover and Gill Building
 4. ACL Train Depot / SFC Blount Center
 5. Old Mt. Carmel Church / Pleasant Hill MCB
 6. Friendship Baptist Church
 7. Mt. Pleasant United Methodist Church
 8. Dunbar Hotel / Pleasant Place




Points of Interest Document

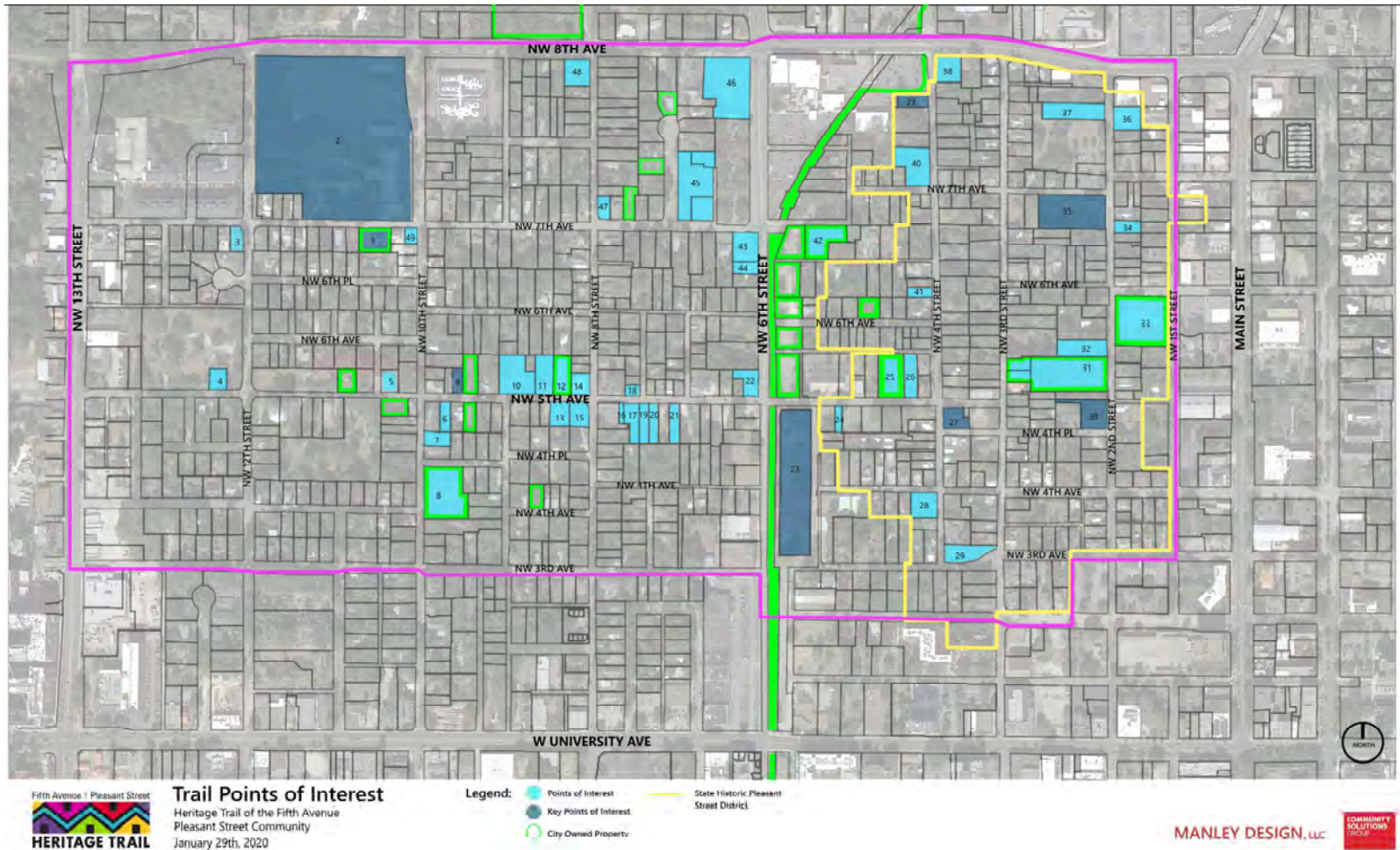
Point of Interest No.	34	Single Family Residence	Ella's Bakery	N	623	NW	2nd	Street	14200	COWVINS INVESTMENTS LLC			
			<p>9/04/2018 Heritage Trail Information Session: "Baker" Davis, as she was called, made and sold pies, cakes and cookies out of her bakery at the rear of her property in the 1920s. As with so many of the hard working residents of this neighborhood, Davis had more than one income stream. She also worked in real estate. A number of real estate transactions in the Alachua County Archives bear her name."</p>										
Point of Interest No.	7												
Point of Interest No.	4	V	35	Mt. Pleasant United Methodist Church	Mt. Pleasant United Methodist Church / Mount Pleasant African Methodist Episcopal Church	N	628	NW	2nd	Street	14354	MT PLEASANT UNITED METHODIST	
Point of Interest No.	2	A. I. Scf			<p>9/04/2018 Heritage Trail Information Session: "With its towering steeple, beautiful stain glass windows, and red brick structure, this church is an architectural standout in the neighborhood. It has been that place where community gatherings has happened as it relates to the racial issues and the racial tension. It's just been that place that has been open not just as a church but a safe place for folk to be able to come and talk about social issues, political issues, whatever the issues may be."</p>								
Point of Interest No.	8	V			<p>Florida Division of Historical Resources' Florida Historical Marker: Alachua County, 2003, Corner NW 3rd Ave. & 6th St.</p>								
Point of Interest No.	5	V			<p>Mount Pleasant Methodist Episcopal Church was founded on July 16, 1867, with the Reverend Isaac Davis serving as the first pastor. The Board of Trustees of the oldest black congregation in Gainesville purchased the lot on which the present church still stands for \$160 from Charles W. Brush. He sold lots after the Civil War mainly to African American individuals and institutions in what is now the Pleasant Street Historic District. The founding trustees were Lojum Davis, Alexander Hamilton, Ethan Daniels, Henry Roberts, William Anderson, Adam Dancy, Shadrach Abendnego, Robert McDuffie and Dr. McDowell. Mount Pleasant soon became a social and religious center for the neighborhood. The first Florida Annual Conference that brought together Methodist churches with black congregations was held at Mount Pleasant in 1874, while the Reverend Alexander DeBose was pastor. The original wood frame building was replaced in 1887 with a brick structure, which was destroyed by fire in 1903. The present church, built of red brick in the stately Romanesque revival style, was completed in 1906 and is noted for its beautiful stained glass windows. In 1968, the congregation was renamed the Mount Pleasant United Methodist Church.</p>								
Point of Interest No.	9	C. B.			<p>State of Florida Black Heritage Trail: "Organized in 1867, the first church building was a wood frame structure constructed on a site purchased from Charles Brush. That building was replaced by a brick structure in 1887 which was destroyed by fire in 1903. The present building, a Romanesque Revival-style structure, was completed in 1906. The Mount Pleasant Cemetery at 2837 NW 13th Street, was established by the church in the 1880s and is the final resting place of many pioneer African Americans and their descendants. (352) 372-4872."</p>								
Point of Interest No.	6	S. R.			<p>1974 Fifth Avenue Pleasant Street Historic Statement of Significance: "Developing at the same time as these schools and tied to the socially are a number of churches, still in operation in the neighborhood. Of these, perhaps the most significant is the Mount Pleasant Methodist Church, located on NW 2nd Street. A large brick Romanesque Revival building built in 1904, it replaces an early frame structure which was in place by 1884 as well as the frame church's successor, a modest brick building on the same site... General patterns of church development in the south would suggest hat Mount Pleasant evolved from an antebellum congregation, probably white. Trustees of the Church purchased the present site in 1867... Mount Pleasant and Friendship Baptist are the last of a group of the early church which remain strong in the community... Mount Pleasant Church, mentioned above, is a fine example of Romanesque Revival architecture with its asymmetrical massing, round-arched fenestration and colored glass windows."</p>								

Points of Interest Document – Cont.

'Key Sites' fulfill 4 or more criteria

Point of Interest No.	Current Name or Use	Historic Name	Vacant Lot?	Street Number	Direction	Street	Designation	Tax Parcel No.	Owner	Sept 2019 Photograph	1. Is the site currently listed in the National Register of Historic Places and National Historic Landmarks Program?	2. Is the site mentioned in the Statement of Significance of the National Register application?	3. Was the site home or host to an event that included a recognized civil rights leader, politician, educator, artist, musician, academic, etc.?	4. Is the site mentioned within the Green Book?	5. Is the site currently identified with a State of Florida Division of Historical Resources' Florida Historical marker?	6. Is the site listed in the State of Florida Black Heritage Trail?	7. Is the site listed on the local historic registry?	8. Is the original structure still existing?	9. Is the site directly on the proposed Heritage Trail route?	Is the site considered a key point of interest? (4 or more)	
1	A. Quinn Jones Museum	A. Quinn Jones House	N	1013	NW	7th	Avenue	13867	City of Gainesville				X		X	X	X	X	X	6	
		9/04/2018 Heritage Trail Information Session: "When the school district didn't supply a library, he tore apart the old outhouses and used the wood for shelving. He expected much from students and teachers alike, encouraging both groups to continue their education. Often, he said that education was one of the few ways for African Americans to prosper."																			
		Florida Division of Historical Resources' Florida Historical Marker: Alachua County, 2009. 1013 N.W. 7th Avenue.																			
		"Quinn Jones, Sr. (1893-1997), teacher, educational leader, and prominent African-American advocate, lived here from 1925 to 1997. The home, built ca. 1920, is a one-story frame bungalow set on brick piers. Jones' career, spanning the segregation era, was marked by his determination to provide quality education to all African-American children. Jones served as teacher and principal at two of Alachua County's most important African-American schools, Union Academy (1921-1923) and Lincoln High School (1923-1957). He taught English, Latin, math, and science, and held fundraisers to ensure materials and salaries to his students and staff. In 1924-25, Jones extended Lincoln's grades to the 12th so that students could earn a full high school diploma. The Florida Department of Education noted Jones' leadership and in 1926, Lincoln High School became Florida's second accredited African-American High School. In 1956, Lincoln High School moved to the southeast area of Gainesville and the original building became an elementary school bearing Jones' name. The A. Quinn Jones Center stands as a memorial to his extraordinary contributions to the African-American community, the people of Alachua County, and the State of Florida."																			
		CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																			

Total # of Points of Interest shown: 48



Trail Route



6th Street Trail

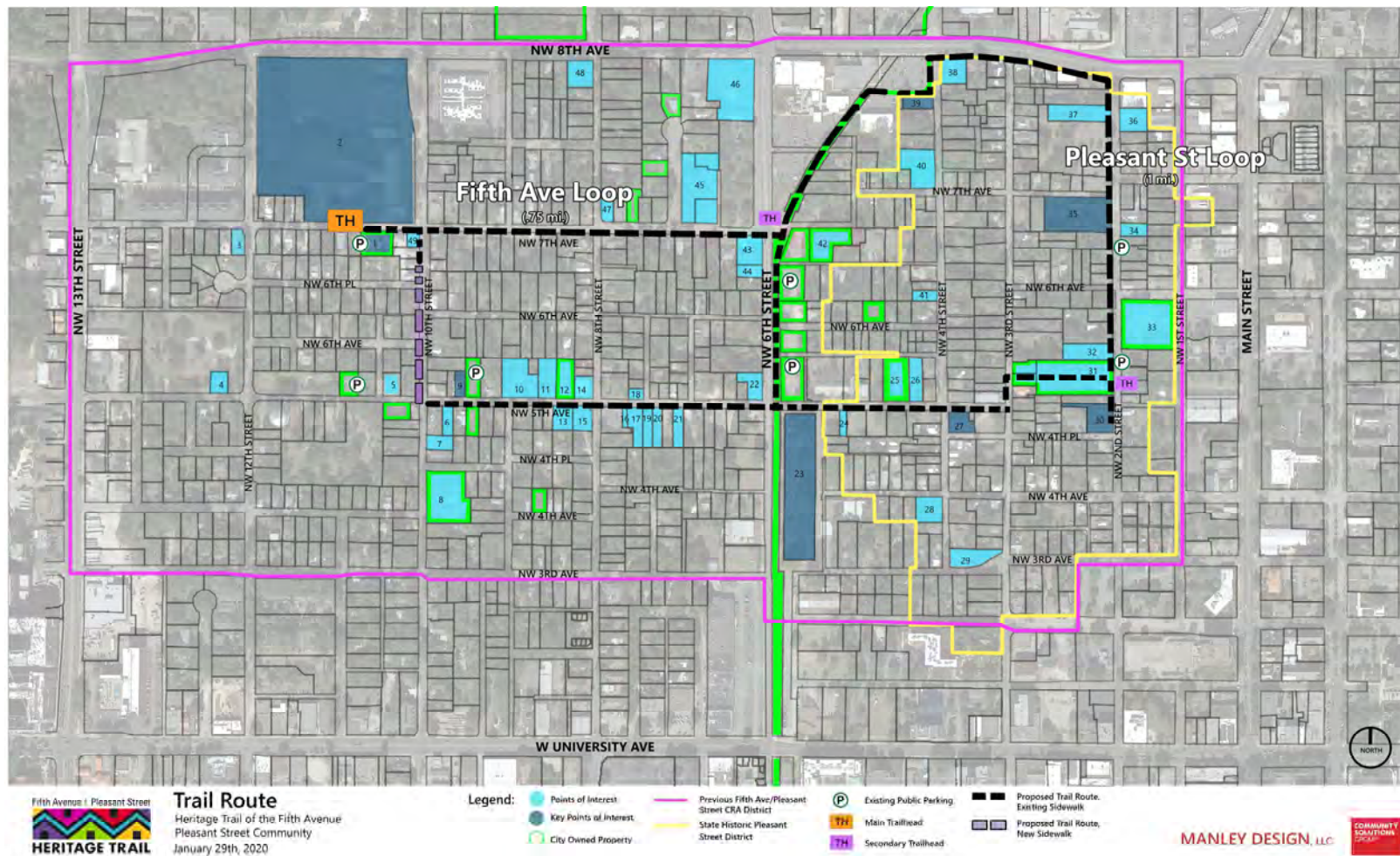
Trail Route

- Trail route utilizes **existing sidewalks** as much as possible
- Seeks opportunities to also **enhance existing infrastructure** by adding walks and ADA curb ramps where needed
- Offers **loop routes** of various distances:
 - Fifth Ave Loop A = **3/4 mi**
 - Pleasant St Loop B = **1 mi**
- A system of **wayfinding elements** will be used to lead users along the route



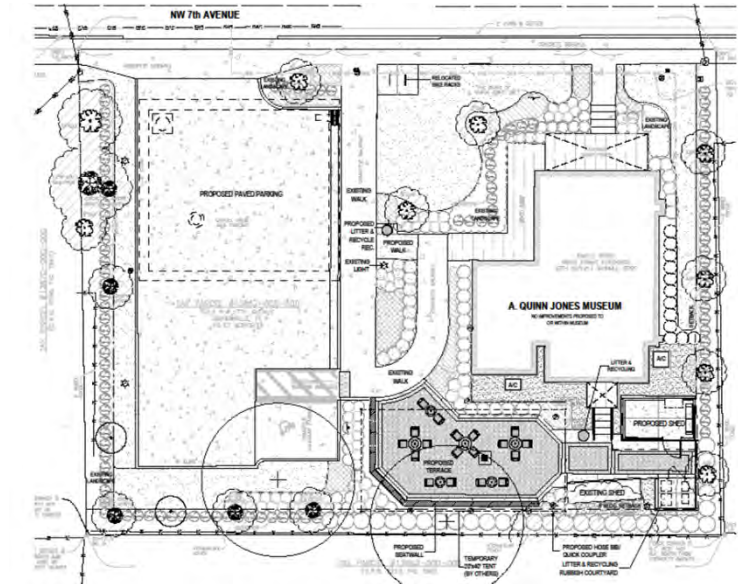
Trail route proposed along existing NW 5th Avenue

Trail Route – Cont.



Trailheads

- Visitors can enter trail at any point, but **trailheads** are offered as formal entry points
 - Trailheads offer a **place to park, get out of the car,** and **enter the trail**
 - Each has a **trailhead sign** that provides a map and trail overview
- Main trailhead as **A. Quinn Jones Museum**
 - Secondary and central trailhead at **6th Street and 7th Avenue**
 - Secondary and eastern trailhead at **Pleasant Street Park**



A. Quinn Jones Museum

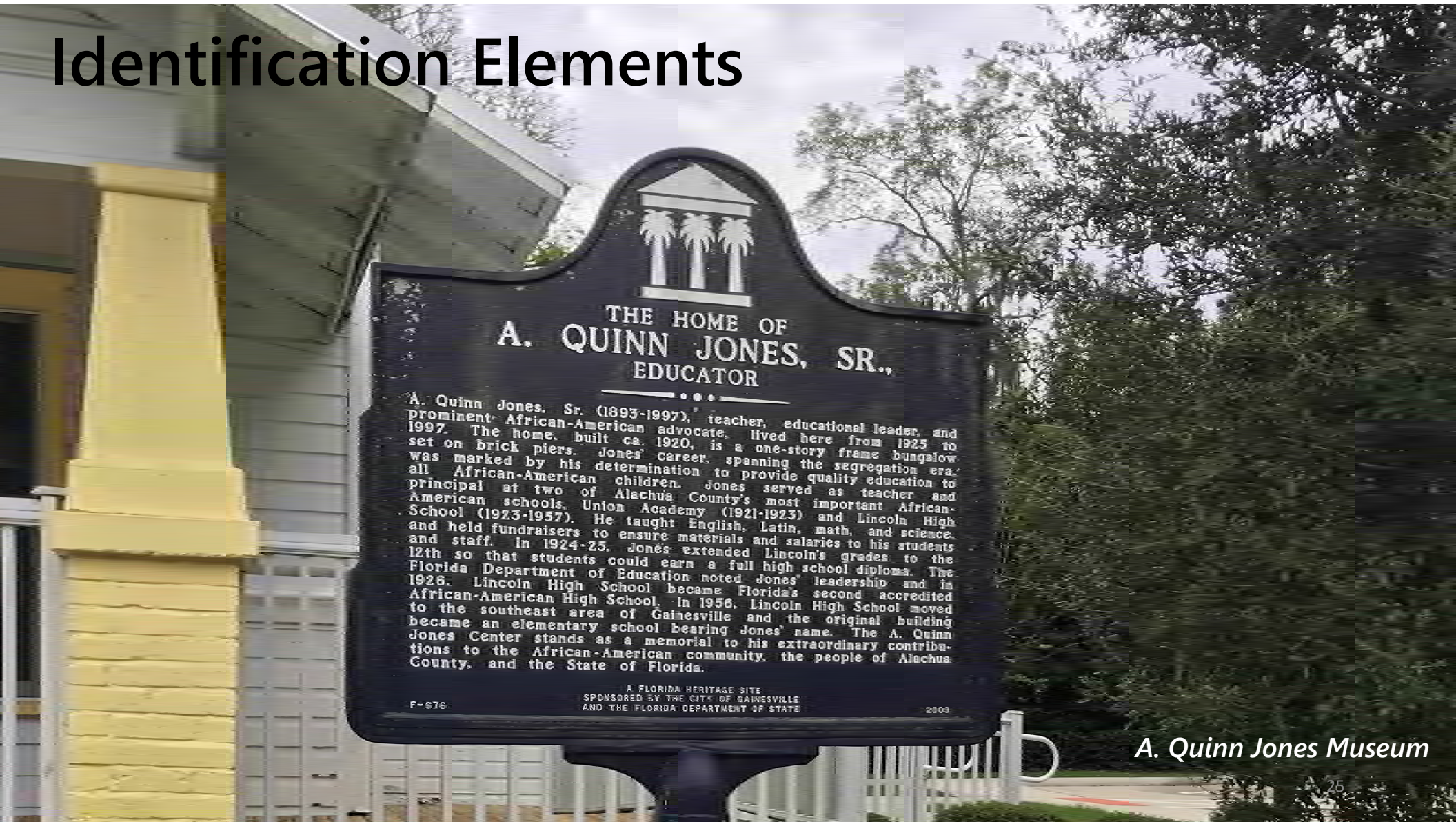


6th Street and 7th Avenue



Pleasant Street Park

Identification Elements



A. Quinn Jones Museum

Interpretive Elements

- Interpretive elements are the **signs, graphics, and wayfinding elements** that tell the Heritage Trail story
- Design is inspired by **Heritage Trail logo**
- Their design is also inspired by the **community's architecture**



A Quinn Jones Museum



A Quinn Jones Museum



Foundation Pillar



Mt. Pleasant United Methodist Church



Stafford House

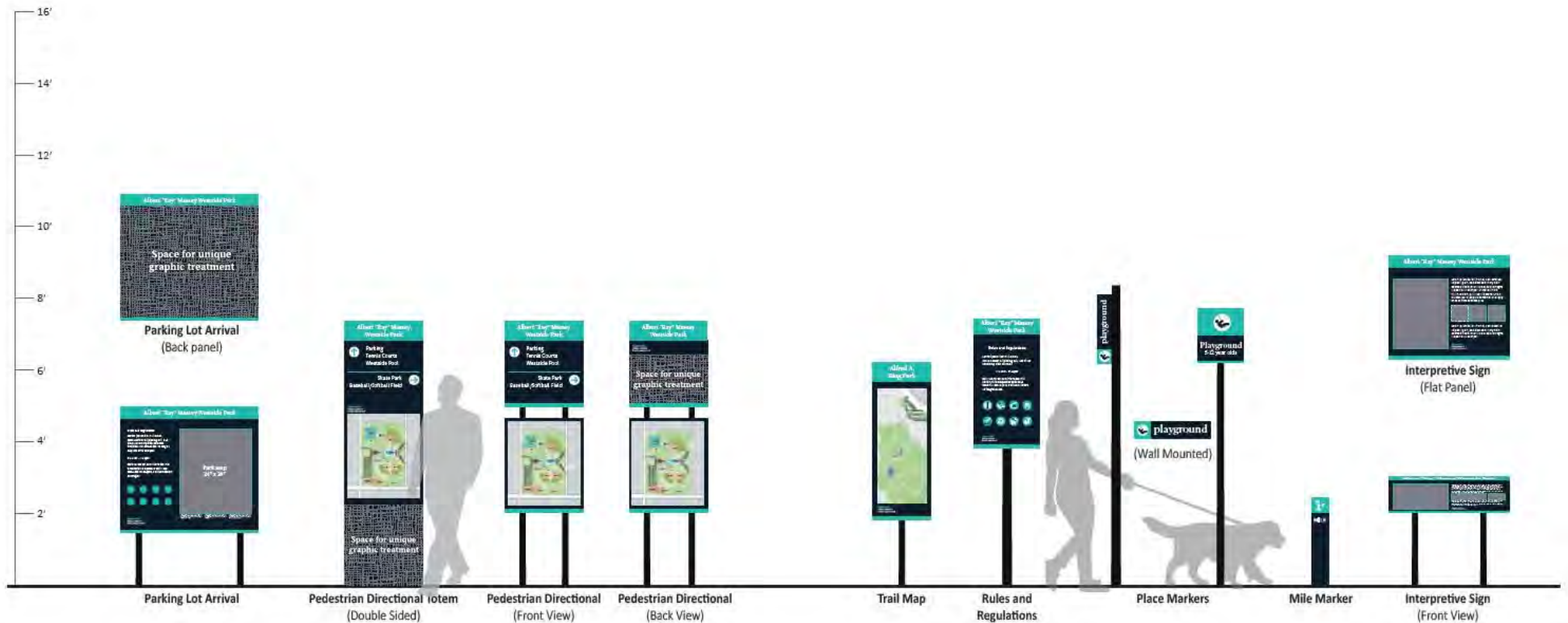


Interpretive Elements – Cont.

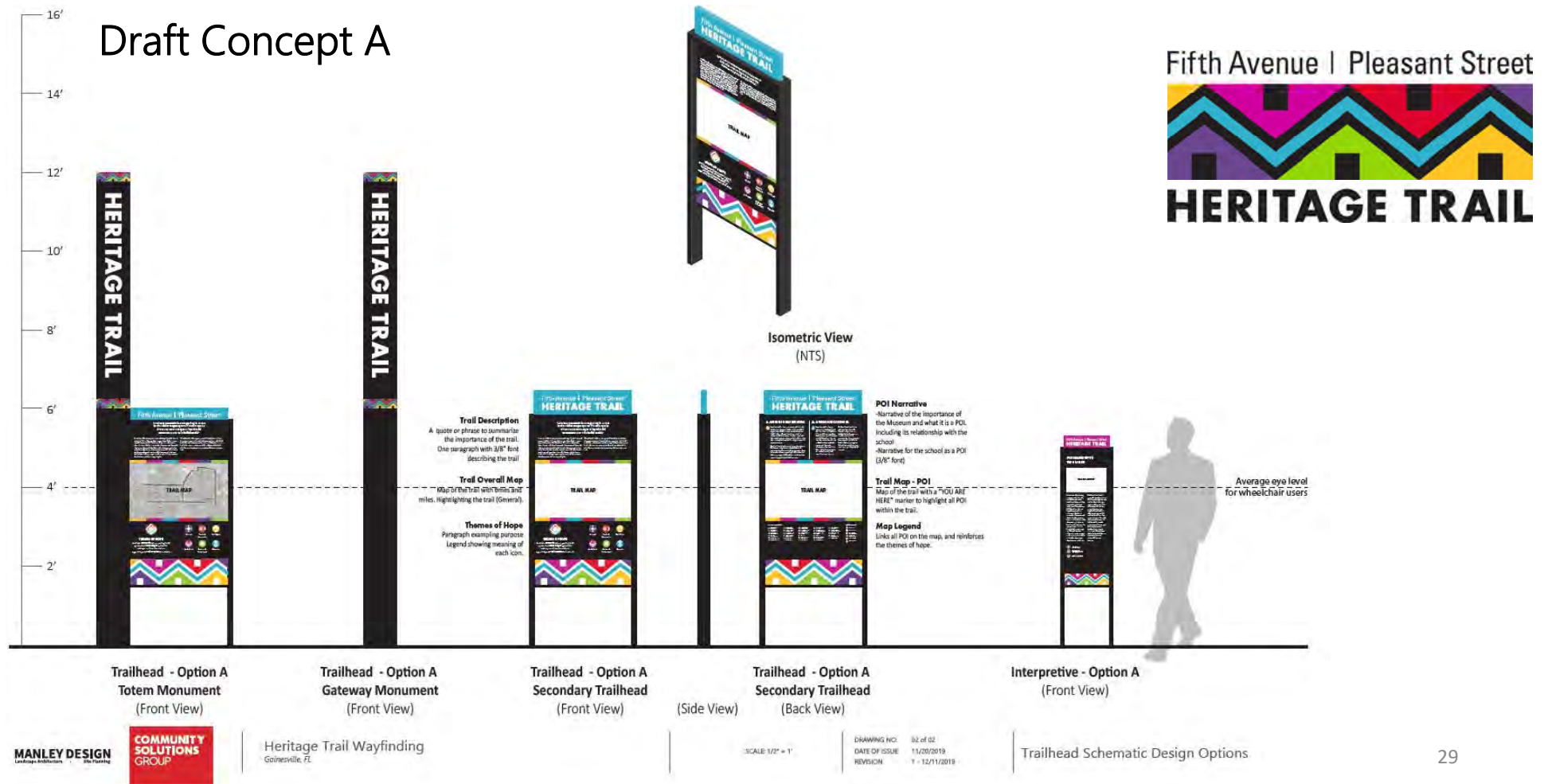
- “Sign Family” is the **group of signs** proposed for a project
- Types of **signs** proposed for Heritage Trail:
 1. Informational/Interpretive
 2. Directional/Identification
- Signs designed to be accessible and **ADA-compliant**
- Signs designed to fit into areas available along **trail route/existing walks** – primarily narrow spaces

Example of Sign Family

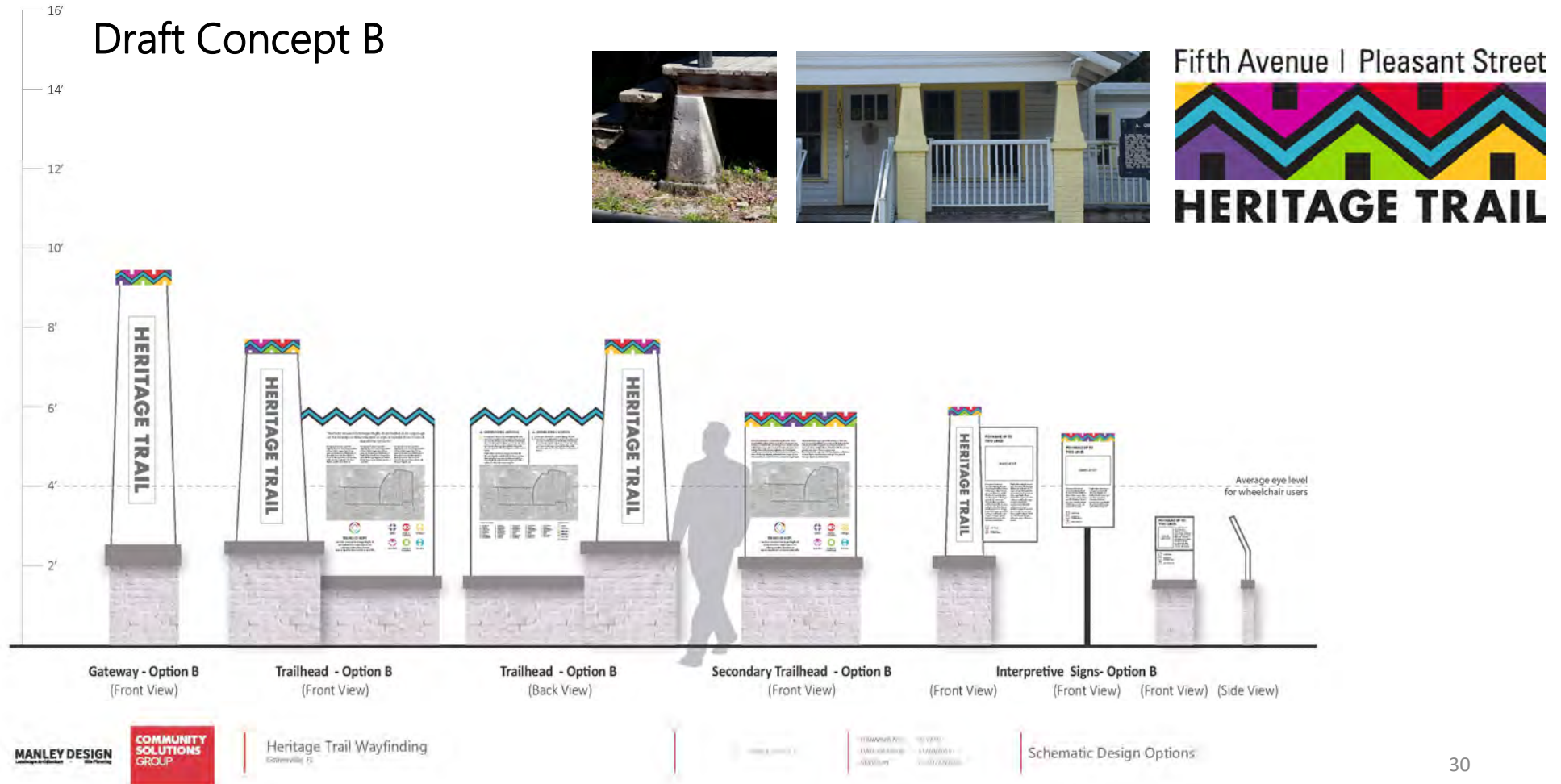
City of Gainesville
PRCA Wayfinding Standard



Informational/Interpretive Elements



Informational/Interpretive Elements – Cont.



Directional/Identification Elements



Example Crosswalk – actual design To Be Determined



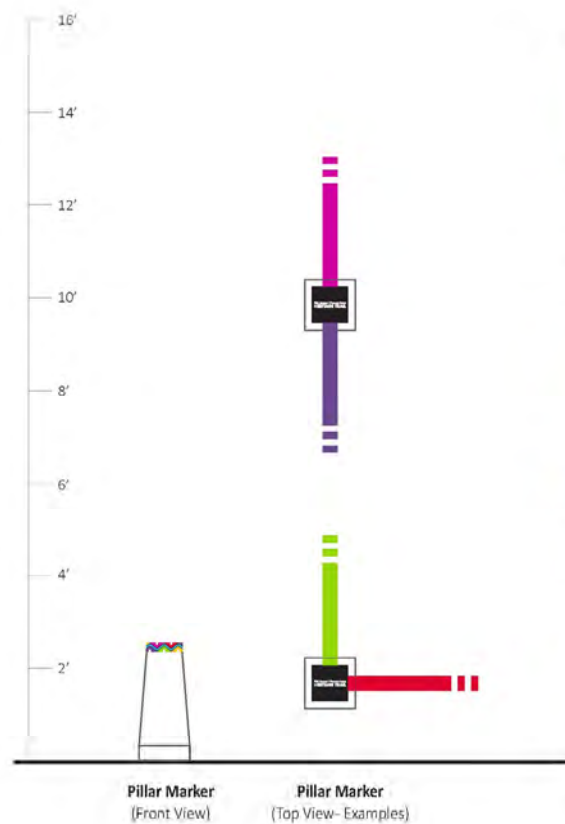
Example Banner – actual design To Be Determined



Example Medallion – actual design To Be Determined

- Elements to help guide along trail route
- Includes **Crosswalks, Banners and Medallions**
- Actual design will be based on input from interpretive sign concepts

Directional/Identification Elements – Cont.



Breadcrumb Examples



NW 5th Ave Street View



Brick Treatment



Pedestrian Crossings



Embedded Directional Information

Next Steps – To Be Determined

1. Gain input from Stakeholders and refine:
 - Goal Statement
 - Point of Interest Information
 - Route
 - Sign Design Options
2. Gain input from the community
3. Progress design of one sign family
4. Progress planning of sign locations and types

Thank you!

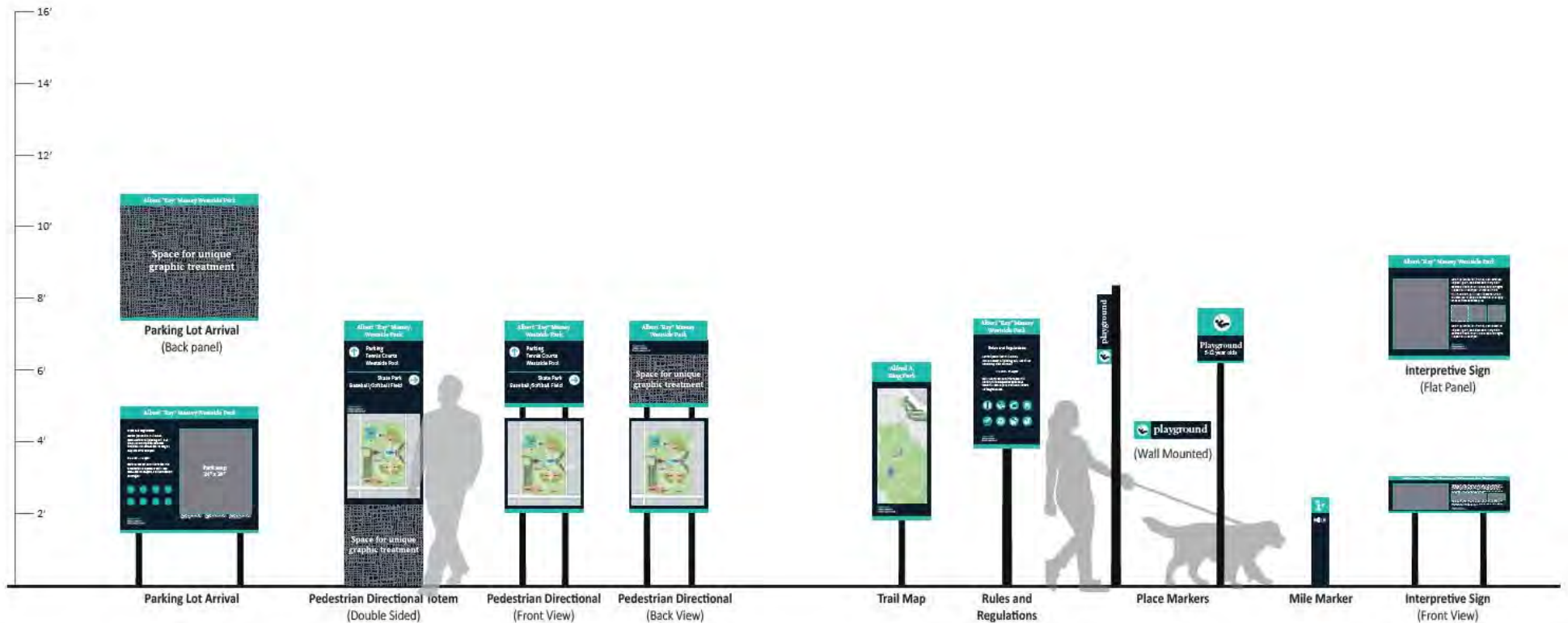


MANLEY DESIGN, LLC
Landscape Architecture • Site Planning

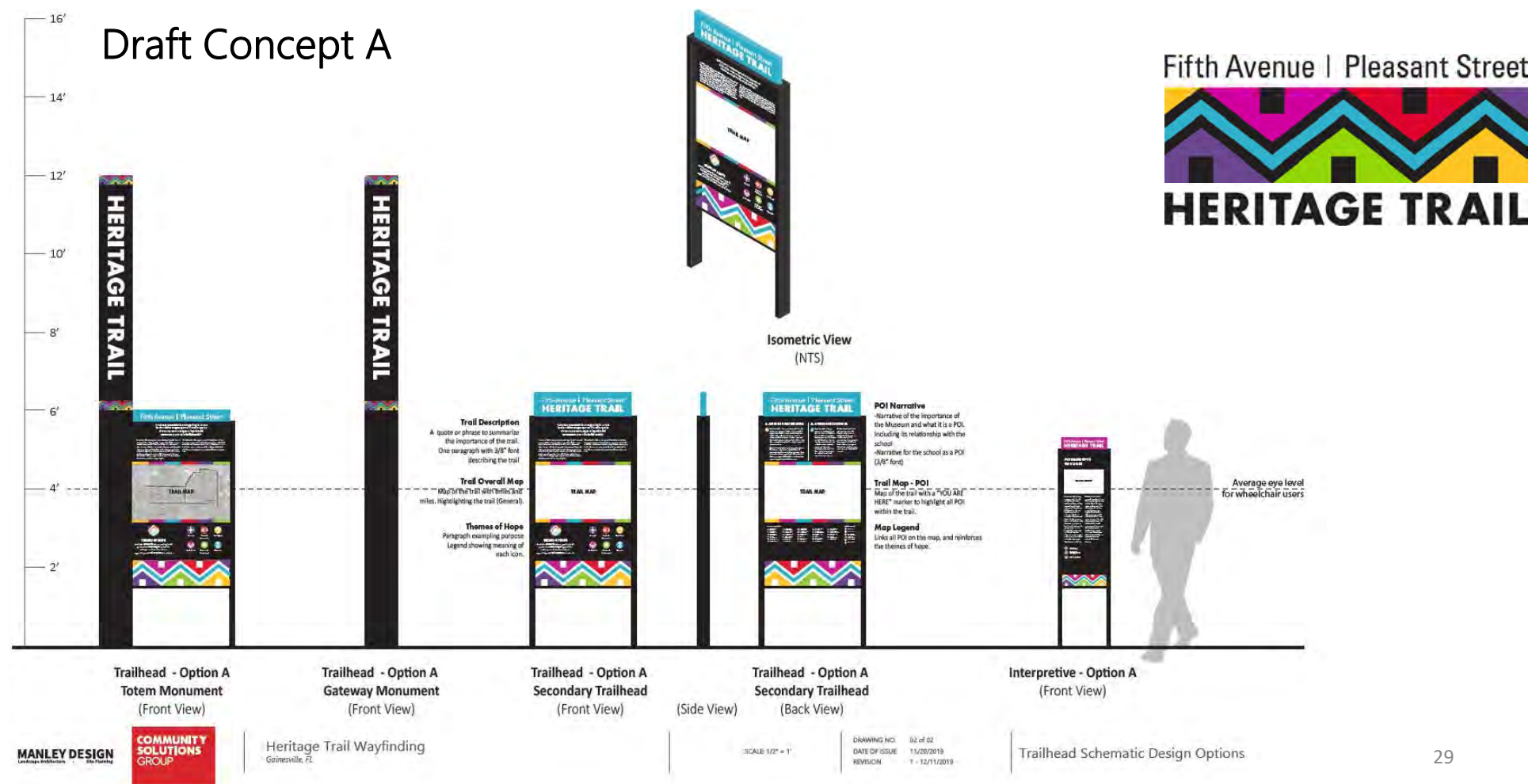
**COMMUNITY
SOLUTIONS
GROUP**

Example of Sign Family

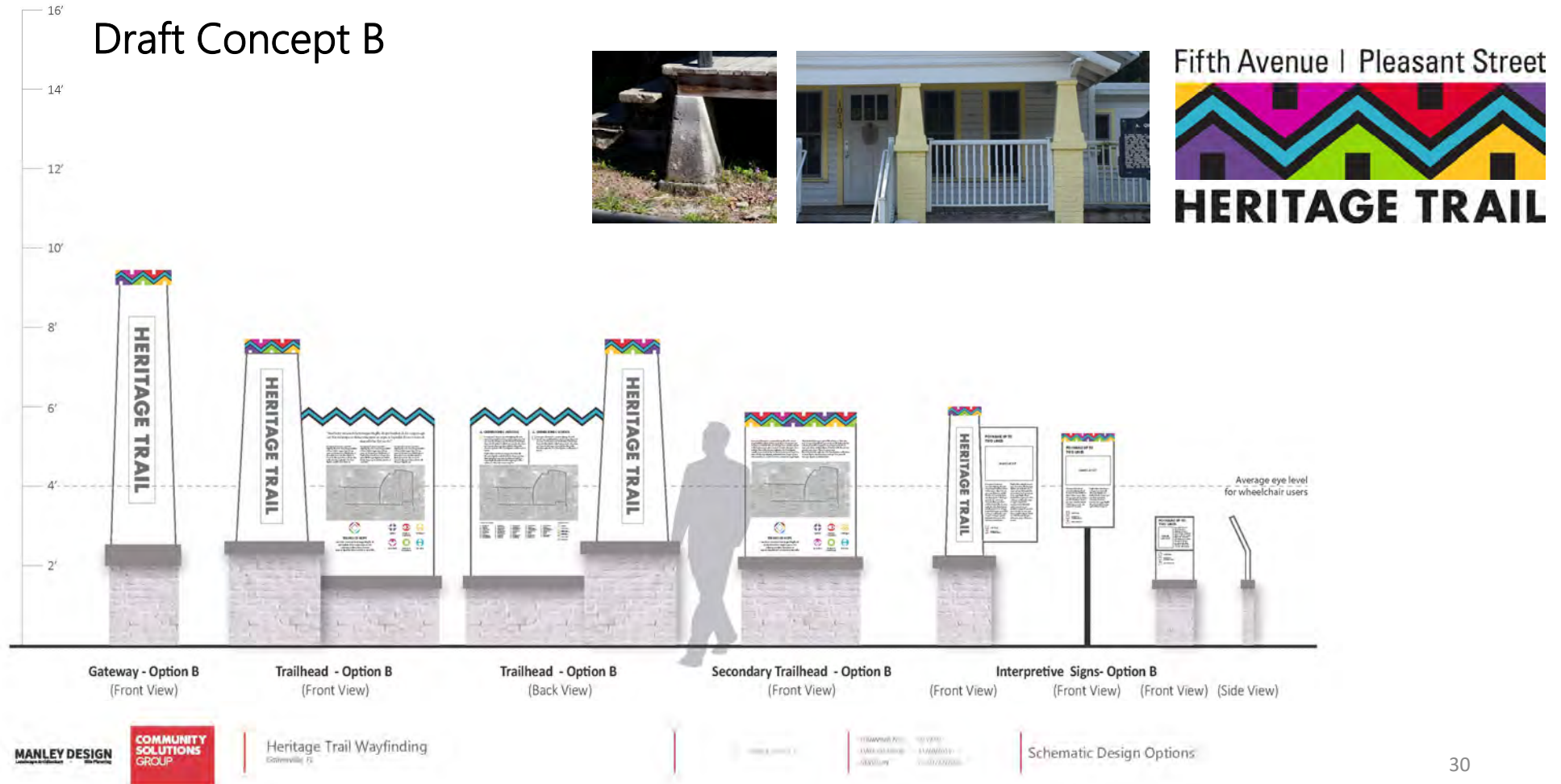
City of Gainesville
PRCA Wayfinding Standard



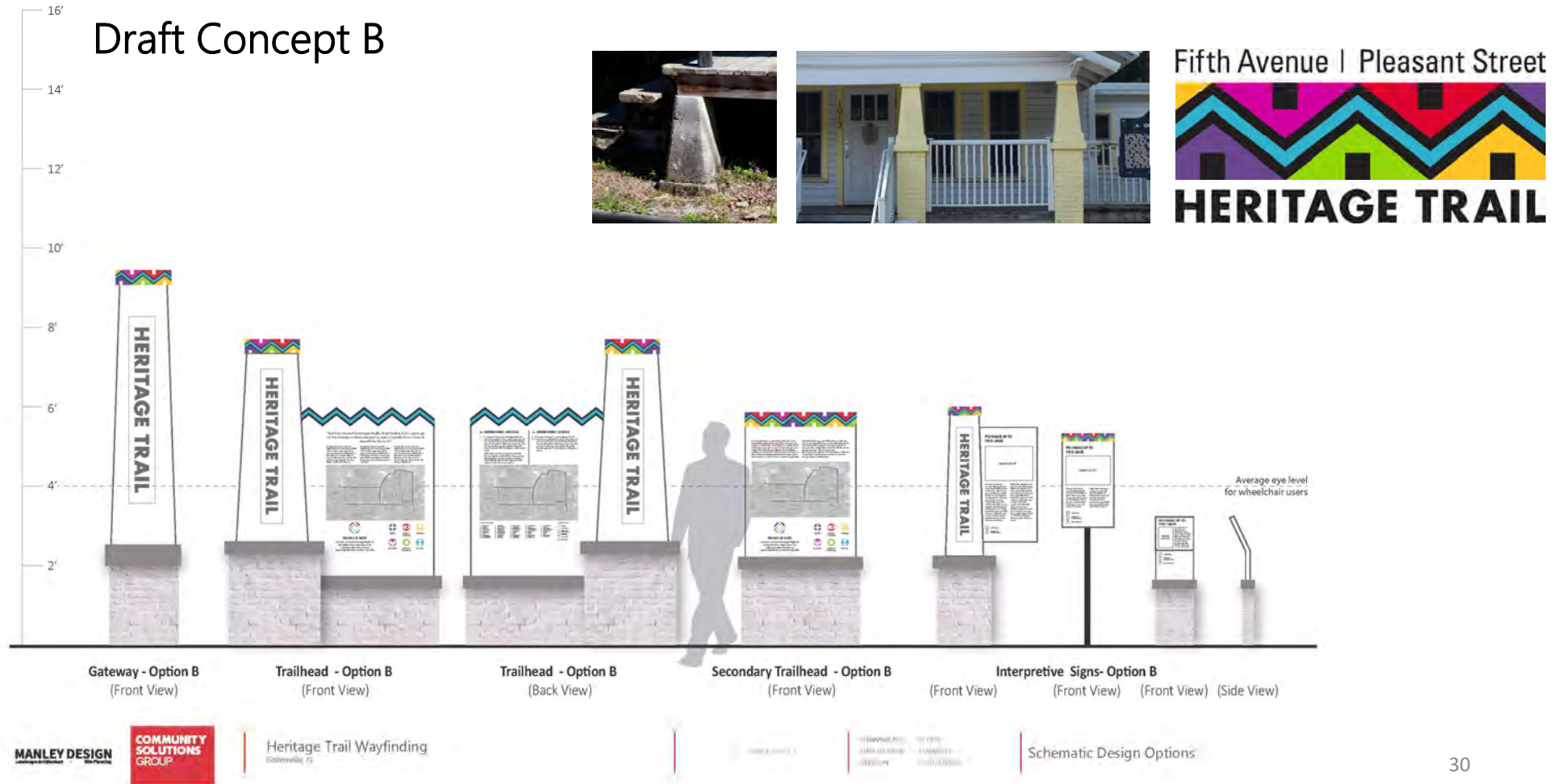
Informational/Interpretive Elements



Informational/Interpretive Elements – Cont.



Informational/Interpretive Elements – Cont.



Heritage Trail Mission - DRAFT

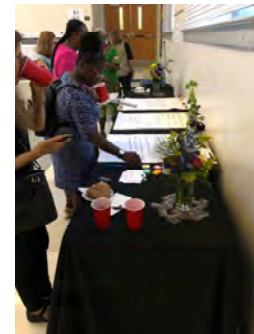
"The Heritage Trail will celebrate the people, places, and events of the historic African American Fifth Avenue and Pleasant Street community."



2009 Stakeholder Meeting



2018 Neighborhood Workshop



2018 Neighborhood Workshop

Heritage Trail Project Goal - DRAFT

"The proposed trail system will feature a family of interpretive signs and interactive experiences focused on the neighborhood's history and its connection to the broader community context."



2009 Stakeholder Meeting



2009 Stakeholder Meeting






2019 Stakeholder Update

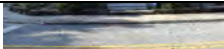




The Heritage Trail of Fifth Avenue Pleasant Street Community








Points of Interest DRAFT – Table of Content
1/29/2020






Number	Current Name	Historic Name	Page
1	A. Quinn Jones Museum	A. Quinn Jones House	1
2	A. Quinn Jones School	Old Lincoln High School	1
3	Cottage Residence	Jesse Aaron house	2
4	Vacant Lot	YT BBQ	2
5	Vacant Lot	Rock Front Grocery Store/Mom's Kitchen	2
6	Single Family Residence	Glover House	3
7	Single Family Residence	Gill House	3
8	Wilhelmina Johnson Center	Wilhelmina Johnson Center	3
9	Glover and Gill Building	Glover and Gill Building/Wabash Hall	4
10	The Progressive Church of Our Lord Jesus Christ	Bethel Seventh Day Adventist	4
11	Kwik Stop	Lincoln Theater	5
12	Parking Lot Adjacent to CRA Building	Sundry/Ice Cream Parlor	5
13	Single Family Residence	Marie's Boarding House	5
14	NW 5 th Ave Commercial Building	St. Paul CME Church	6
15	Duncan Brother's Funeral Home	Duncan Brother's Funeral Home	6
16	Commercial Building	Cato's Sundry Store/Hay	6
17	Storage Yard	Oscar Gilbert Shoe Shop	7
18	Small Structure and Vacant Lot	Sarah's Restaurant	7
19	Single Family Residence	???	7
20	Vacant Lot	Lenard Jackson's photography Studio	8
21	Commercial Building	Wigwam's Bar	8
22	Fades and Fros	Service Station	8
23	Blount Center – Santa Fe College	ACL Train Depot	9
24	Caribbean Queen	Dr. Debose Dental Office	10
25	Vacant lot	Rose Theater	10

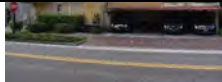




Number	Current Name	Historic Name	Page
26	Single Family Residence	Dr. Floyd's Medical Office	10
27	Pleasant Hill MCB	Old Mt. Carmel Church	11
28	Steps for Success	St. Augustine School	11
29	Vacant Lot	Dr. Parker House and Office	12
30	Friendship Baptist Church	Friendship Baptist Church	12
31	Pleasant Park	Cato's Sundry	12
32	Single Family Residence	Stafford	13
33	Rosa B. Williams Community Center	Union Academy/Rosa Williams Center	13
34	Single Family Residence	Ella's Bakery	13
35	Mt. Pleasant United Methodist Church	Mt. Pleasant United Methodist Church	14
36	Pinkney Smith Funeral Homes	White/Jones Funeral Home	15
37	Single family Residence	Dr.Ayer's Office	15
38	Smith/Griffin Museum	Virgil Smith house	15
39	Pleasant Place Apartments	Dunbar Hotel/Pleasant Place	16
40	Single Family Residence	Gaston Cook House	16
41	Single Family Residence	Thelma Jordan House	16
42	Project Youth building	Dr. Banks/Dr. Cosby Office	17
43	D.R. Williams Fellowship Hall Church	Old Greater Bethel Church	17
44	Vacant Lo	Mama Lo's Restaurant	17
45	Williams Temple Church of God in Christ	Williams Temple Church of God in Christ	18
46	Town Tire Auto Service Centers Tire Pros Downtown	Butlers Grocery	18
47	Clara's Beauty Salon	Clara's Beauty Salon	18
48	Single Family Residence	Juanita's Beauty Shop	19
49	Single Family Residence	LHS Band House	19






The Heritage Trail of the Fifth Avenue Pleasant Street Community										Point of Interest Evaluation Criteria									
Points of Interest Inventory & DRAFT Criteria										1. Is the site currently listed in the National Register of Historic Places and National Historic Landmarks Program?	2. Is the site mentioned in the Statement of Significance of the National Register application?	3. Was the site home or host to an event that included a recognized civil rights leader, politician, educator, artist, musician, academic, etc.?	4. Is the site mentioned within the Green Book?	5. Is the site currently identified with a State of Florida Division of Historical Resources' Florida Historical marker?	6. Is the site listed in the State of Florida Black Heritage Trail?	7. Is the site listed on the local historic registry?	8. Is the original structures still existing?	9. Is the site directly on the proposed Heritage Trail route?	Is the site considered a key point of interest? (4 or more)
Point of Interest No.	Current Name or Use	Historic Name	Vacant Lot?	Street Number	Direction	Street	Designation	Tax Parcel No.	Owner	Sept 2019 Photograph									
1	A. Quinn Jones Museum	A. Quinn Jones House	N	1013	NW	7th	Avenue	13867	City of Gainesville				X		X	X	X	X	6
<p>9/04/2018 Heritage Trail Information Session: "When the school district didn't supply a library, he tore apart the old outhouses and used the wood for shelving. He expected much from students and teachers alike, encouraging both groups to continue their education. Often, he said that education was one of the few ways for African Americans to prosper."</p> <p>Florida Division of Historical Resources' Florida Historical Marker: Alachua County, 2009. 1013 N.W. 7th Avenue.</p> <p>"Quinn Jones, Sr. (1893-1997), teacher, educational leader, and prominent African-American advocate, lived here from 1925 to 1997. The home, built ca. 1920, is a one-story frame bungalow set on brick piers. Jones' career, spanning the segregation era, was marked by his determination to provide quality education to all African-American children. Jones served as teacher and principal at two of Alachua County's most important African-American schools, Union Academy (1921-1923) and Lincoln High School (1923-1957). He taught English, Latin, math, and science, and held fundraisers to ensure materials and salaries to his students and staff. In 1924-25, Jones extended Lincoln's grades to the 12th so that students could earn a full high school diploma. The Florida Department of Education noted Jones' leadership and in 1926, Lincoln High School became Florida's second accredited African-American High School. In 1956, Lincoln High School moved to the southeast area of Gainesville and the original building became an elementary school bearing Jones' name. The A. Quinn Jones Center stands as a memorial to his extraordinary contributions to the African-American community, the people of Alachua County, and the State of Florida."</p> <p>CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided</p>																			
2	A. Quinn Jones School	Old Lincoln High School	N	716	NW	10th	Street	13857	School Board of Alachua			X	X		X	X	X	X	6
<p>9/04/2018 Heritage Trail Information Session: "In the early 1920s A. Quinn Jones convinced the Alachua County School Board to fund a new school for African American children, replacing the very overcrowded Union Academy. The school was enthusiastically supported by the community who saw education as one of the few ways for blacks to get ahead. Teachers and coaches lived, churched, and shopped in the neighborhood, a watchful presence both in and out of school on their students."</p> <p>2007 State of Florida Black Heritage Trail: "Constructed in 1923, and opened in 1925 as Lincoln High School and successor to the Union Academy, this two-story red brick school became one of the first accredited high schools in Florida for African American students. The historic school building was renovated in the 1990s. (352) 955-6840."</p> <p>1974 Fifth Avenue Pleasant Street Historic Statement of Significance: "The single most significant of these institutions (black institutions) is the A. Quinn Jones School, formerly Lincoln Graded and High School. Aside from being an anchor for development in the immediate vicinity, NW 7th Avenue and NW 10th Street in the northwest quadrant of the neighborhood, the school is a cultural symbol for black achievement. Built between 1921 and 1923, the brick Mission Style school was one of only two black schools accredited in Florida during the first half of the twentieth century. In addition, it absorbed the traditions, students, and personality the former Union Academy freedmen's school which it replaced... Despite early obstacles of overcrowding and inadequate facilities, Lincoln High School survived to become the most important institution in the black community. The importance and stature of the school is analogous, though on the level of a smaller urban community, to that of Paul Laurence Dunbar High in Washington, D.C. or Booker T. Washington School (National Registry) in Atlanta... A. Quinn Jones, a leading citizen of the Fifth Avenue neighborhood, was the last principal of both Union Academy, 1921, and Lincoln School until 1957 when the school was moved to south-east Gainesville, the pos-World War II black neighborhood."</p> <p>CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Thelma Jordan Cook, Mr. Gaston (principals) Lincoln High School Homecoming Parade. Many people in the community were involved in this event. On parade night, bicycles would be decorated, floats constructed, and all would participate. A Quinn Jones School: bands, marches, parades K-6 Lincoln High Homecoming Parade Lincoln High School 7 –12.</p>																			
3	Cottage Residence	Jesse Aaron House	N	1205	NW	7th	Avenue	14074	Eastwood CCFG LLC				X		X			X	3
<p>9/04/2018 Heritage Trail Information Session: "Jesse Aaron carved creatures or people he 'saw' in the cypress or cedar wood he collected. He let neither his age nor his lack of training dim his passion to make art. Eventually, his art was displayed in museums and collectors' homes."</p> <p>2007 State of Florida Black Heritage Trail: "Jesse Aaron (1887-1979), was part Seminole and African American and began carving wood when he was in his eighties. He was a noted folk artist whose cypress and cedar carvings were widely sought by collectors and museums. Aaron carved on the front porch of the house</p>																			






The Heritage Trail of the Fifth Avenue Pleasant Street Community										Point of Interest Evaluation Criteria									
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Point of Interest No.	Current Name or Use	Historic Name	Vacant Lot?	Street Number	Direction	Street	Designation	Tax Parcel No.	Owner										
<p>he built in 1935 in Gainesville's Fifth Avenue neighborhood. His works are on display at the Institute of Black Culture at the University of Florida."</p> <p>CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: was a cook at the old Thomas Hotel. Became a wood sculptor; pieces are displayed in the Smithsonian. Folk Artist. Featured in book by Stuart Purser "Jesse J Aaron Sculptor" His house was built in 1924; he built it. 1207 NW 7th Avenue. He was inspired to sculpt by God in a dream around 1975. He would go into the rural areas and would feel the trees for the sculpture within. He would collect cypress logs for sculpting.</p>																			
4	Vacant Lot	YT BBQ	N	(1207) - 1210	NW	5th	Avenue	14087	Bryant and Bryant										
<p>9/04/2018 Heritage Trail Information Session: "Y.T. sauces are legendary for their flavor and their range of heat. "He had a sauce called the Super Saber Jet," remembers Charles Chestnut III. "If you could eat one of his sandwiches without taking a drink, he'd give you another one. Y.T. would not serve white students his hottest sauce, claiming that "it was too hot for wimpy white folks," recalls Dr. Randy Crowe, a UF student in the 1960s."</p> <p>CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided</p>																			
5	Vacant Lot	Rock Front Grocery Store / Mom's Kitchen	Y	1010	NW	5th	Avenue	13911	City of Gainesville		X						1		
<p>9/04/2018 Heritage Trail Information Session: "The distinctive rock front building became a welcoming neighborhood restaurant in the mid 1960s when Lula and George Young opened it. Blue trimmed windows and a white painted exterior welcomed folks looking for a good meal."</p> <p>1974 Fifth Avenue Pleasant Street Historic Statement of Significance: "The 1932 Gill-Glover building where teenage dances were held and Mom's Kitchen are other establishments which contributed to the Avenue's (Fifth Avenue) entertainment-center image..."</p> <p>CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Established in the late 50's/early 60's. Site of Red's Two Spot in the late 1930's. Vera D. McGee ran a beverage store there. Rock Front Grocery Store (white owned) was a popular stop-over for students walking homedown 10thStreet from Lincoln. The original Owner of Mom's was Lula Young, then was run by Liz Young. The Mom's Kitchen neon sign is in the CRA storage room. One tube is broken but we have a quote to refurbish it.</p>																			
6	Single Family Residence	Glover House	N	923	NW	5th	Avenue	13753	Calleja's, Bianca							X	X	2	
<p>9/04/2018 Heritage Trail Information Session: No text Provided</p> <p>CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided</p>																			
7	Single Family Residence	Gill House	N	419	NW	10th	Street	13755	Pleasant St Properties LLC						?	?	?		
<p>9/04/2018 Heritage Trail Information Session: No text Provided</p>																			





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CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																			
8	Wilhelmina Johnson Center	Wilhelmina Johnson Center	N	321	NW	10th	Street	13759	City of Gainesville									0	
9/04/2018 Heritage Trail Information Session: "Wilhelmina Johnson for whom it was named was the first music teacher at Lincoln High School where she taught generations of children. "Black children can learn anything if they will settle their minds down and get what you want them to have. 'If you are interested in something, you have to put your whole self in it. Your whole mind. Because whenever you decide you are not going to do it, you're not going to do a good job at it.'" CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: 1919-1950's-Church. 1955-1970's-Fire Station #2. 1970's-Community Center																			
9	Glover and Gill Building	Glover and Gill Building / Wabash Hall	N	920	NW	5th	Avenue	13799	Glover and Gill, LLC			X	?		X		X	4	
9/04/2018 Heritage Trail Information Session: "Upstairs was Wabash Hall, the musical heart of the community for a time. During segregation, this was the only place to hear big-name musicians such as Ella Fitzgerald or Cab Calloway. Other clubs and congregations used the space for special events. Longtime residents remember the lure of attending events at the hall – some sneaking out windows after being told they couldn't go." 2007 State of Florida Black Heritage Trail: "During the 1930s, 40s and early 1950s, Lincoln High School held proms and football victory dances on the second floor of Wabash Hall. On the ground floor, sisters Elzora Gill and Fannie Glover and their husbands operated the Glover and Gill Grocery. The 1932 sign can still be seen on the facade of the two-story brick building, a landmark in Gainesville's Fifth Avenue neighborhood." 1974 Fifth Avenue Pleasant Street Historic Statement of Significance: "The 1932 Gill-Glover building where teenage dances were held and Mom's Kitchen are other establishments which contributed to the Avenue's (Fifth Avenue) entertainment-center image..." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																			
10	The Progressive Church of our Lord Jesus Christ	Bethel Seventh Day Adventist	N	822	NW	5th	Avenue	13085-001	PROGRESSIVE CHURCH OF OUR LORD JESUS CHRIST INC							?	?	X	1
9/04/2018 Heritage Trail Information Session: "A small group of worshipers in Windsor, FL met in 1911 for weekly bible studies and organized as a congregation. One of those members willed her home to the new church named Bethel. With that money, church members built the smaller building first in the 1930s, then the larger one in 1949." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																			
11	Kwik Stop	Lincoln Theater	N	808	NW	5th	Avenue	13806	MCGILL & TURNER III & TURNER								?	X	1
9/04/2018 Heritage Trail Information Session: "When the two-story Lincoln Theatre opened in 1937, it was the most modern theater in Gainesville. In 1949, the Lincoln Theatre closed and the Rose Theatre opened in a Quonset hut moved from Camp Blanding. In 1967 it was abandoned and then demolished in 1969																			







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after a fire that was said to be arson."																			
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																			
12	Parking Lot adjacent to CRA Building	Sundry/Ice Cream Parlor	N	808	NW	5th	Avenue	13807	City of Gainesville										
9/04/2018 Heritage Trail Information Session: No text Provided																			
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																			
13	Single Family Residence	Marie's Boarding House	N	811	NW	5th	Avenue	13728	ELLIS & ELLIS-PATIENCE										
9/04/2018 Heritage Trail Information Session: No text Provided																			
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																			
14	1400 5th Ave Commercial Building	St. Paul CME Church	N	802	NW	5th	Avenue	13809	Glanesville Community Reinvestment Area										
9/04/2018 Heritage Trail Information Session: "The church's first services were in a tent on a neighboring lot for four years in the late 1880s. The congregation built a small frame building on the site before a larger Spanish Mission type frame structure with a bell was erected in 1909."																			
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																			
15	Duncan Brother's Funeral Home	Duncan Brother's Funeral Home	N	428	NW	8th	Street	13727	DUNCAN BROTHERS FUNERAL HOME										
9/04/2018 Heritage Trail Information Session: "Reverend Johnson said of Joseph: "Joseph Duncan was a tremendous Christian who impacted a lot of lives in the area. Always a strong supporter of their community, the funeral home operated the first black-owned ambulance service in Gainesville. Perhaps as a precaution or as a warning, a Duncan Brothers ambulance waited at the sidelines at every Lincoln High School mighty Terrier's home football game."																			





The Heritage Trail of the Fifth Avenue Pleasant Street Community										Point of Interest Evaluation Criteria											
Point of Interest No.	Current Name or Use	Historic Name	Vacant Lot?	Street Number	Direction	Street	Designation	Tax Parcel No.	Owner	Sept 2019 Photograph	1. Is the site currently listed in the National Register of Historic Places and National Historic Landmarks Program?	2. Is the site mentioned in the Statement of Significance of the National Register application?	3. Was the site home or host to an event that included a recognized civil rights leader, politician, educator, artist, musician, academic, etc.?	4. Is the site mentioned within the Green Book?	5. Is the site currently identified with a State of Florida Division of Historical Resources' Florida Historical marker?	6. Is the site listed in the State of Florida Black Heritage Trail?	7. Is the site listed on the local historic registry?	8. Is the original structure still existing?	9. Is the site directly on the proposed Heritage Trail route?	Is the site considered a key point of interest? (4 or more)	
Points of Interest Inventory & DRAFT Criteria Introduction: The Heritage Trail interprets the history of the Fifth Avenue and Pleasant Street community with a focus on the locations that were home to influential people and events. Previous trail planning efforts identified a number of such residences, businesses, schools and churches, which were referred to as trail 'points of interest'. The following compiles these points of interest, and includes each site's current name, historic name, address, tax parcel number, and current owner, as well as a representative site photograph. Also included is historic information for each site as provided within previous Heritage Trail work efforts and existing historic documents. As part of this current work effort, evaluation criteria have been developed to determine objectively which locations are best included within the Heritage Trail story. These criteria also offer the opportunity to identify new locations to include that may not have been considered as part of previous research efforts. Proposed criteria considers each point of interest's national, state, and local historic significance as included within existing historical resources and documents including the National Registry, Florida Historical Markers, the State of Florida Black Heritage Trail, and the City of Gainesville Historic Registry, among others. Criteria also consider if the site's original, historic structure still exists and if the site is located directly along the proposed Heritage Trail walking route. It is recommended that if a site meets at least one of the proposed evaluation criteria, then it would be considered a Heritage Trail point of interest and included within interpretive maps and narratives of the trail. It is further recommended that if a site meets four or more of the evaluation criteria, then it should be considered a Heritage Trail 'key' point of interest. These key sites will also be included in trail maps and narratives but will have a more significant mention and presence within trail interpretive signs. Key points of interest are highlighted in blue in the below document. The following summary and criteria have been prepared for stakeholder and community review. Please consider following as DRAFT until further input is																					
Last Updated: 2/29/2020																					
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Duncan Brother's Funeral Home--Only black mortician on the west side (Mr. Chesnutwas on the east). Opened in 1953 and was the home of William DeBose, who was the uncle of the later owners.																					
16	Commercial Building	Cato's Sundry Store / Hay	N	737	NW	5th	Avenue	13617	WESLEY SAM B II								?	?	X	1	
9/04/2018 Heritage Trail Information Session: No text Provided CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Naomi Anti-Nyinakuworked there from age 14 –23. Owned by Rev. James Cato. Best hot dogs "all the way", cherry root beer, lemonade, snowballs, sandwiches, floats, ice cream, stockings, notions, medicine, slips, scarves pencils, paper, magazines, tasteless castor oil, fizzes chased with lemon, cake by the slice (yellow with chocolate icing!). Drug store and sundries shop modeled after Wise's Drug Stores. Closed in the early 70's.																					
17	Storage Yard	Oscar Gilbert Shoe Shop	N	735	NW	5th	Avenue	13616	WESLEY SAM B II										X	1	
9/04/2018 Heritage Trail Information Session: No text Provided CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																					
18	Small Structure and Vacant Lot	Sarah's Restaurant	N	732	NW	5th	Avenue	13584	GHETTO EAST 6TH PROPERTIES LLC								?	?	X	1	
9/04/2018 Heritage Trail Information Session: "For 30 years, Sarah and Her husband ran the restaurant, nightclub, and community gathering spot out of what was originally a diner car that was added on to over the years. The place transitioned to one of the neighborhood's musical hot spots, hosting the likes of xx and xx on the Chitlin Circuit." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Sarah's: Jazz sessions, live bands, the restaurant served hot dinners and sandwiches. It was open Thursday to Sunday (table 3)																					
19	Single Family Residence	???	N	717	NW	5th	Avenue	13615	CAVE-BIFFLE FELICIA ARNETT								?	?	X	1	
9/04/2018 Heritage Trail Information Session: No text Provided CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																					






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Point of Interest No.	Current Name or Use	Historic Name	Vacant Lot?	Street Number	Direction	Street	Designation	Tax Parcel No.	Owner											Sept 2019 Photograph
20	Vacant Lot	Lenard Jackson's Photography Studio and Hairdresser/ Julius A. Parker Medical Office/ P.M.H. Stafford	N	713	NW	5th	Avenue	13614	CAVE-BIFFLE FELICIA ARNETT								X	1		
9/04/2018 Heritage Trail Information Session: "Returned from his Army service in 1946, and bought this building. At a time when personal cameras were a luxury, there "probably wasn't a family in the Fifth Avenue area that didn't have a family photograph by Lenard Jackson" related Vivian Filer." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Lenard Jackson's Photography Studio and hairdresser/ Julius A. Parker Medical Office/P.M.H Stafford Dental Office																				
21	Commercial Building	Wigwam's Bar	N	705	NW	5th	Avenue	13612	WHEELER HAZEN							?	?	X	1	
9/04/2018 Heritage Trail Information Session: "As the Civil Rights movement was heating up in Gainesville, Wigwam provided a comfortable place to socialize with your friends. It was a rowdy place and if you didn't have your pistol, your knife, you would have to run when sometimes something come up. We didn't have any problem with the police right at the end and you know, get you- I don't know well, it was true but I understand that there was paying off." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																				
22	Fades & Fros	Service Station	N	600	NW	5th	Avenue	13573	SCOTT WARREN EUGENE								?	X	1	
9/04/2018 Heritage Trail Information Session: No text Provided CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																				
23	Blount Center - Santa Fe College	ACL Train Depot	N	401	NW	6th	Avenue	14497-001	SANTA FE COMMUNITY COLLEGE EN	 			?		X		X	X	X	4
9/04/2018 Heritage Trail Information Session: "Before improved roads, Gainesville was crisscrossed with passenger and freight rail lines bringing oranges and cotton to northern markets and guests to downtown hotels and events. In 1948, the rail line on Main Street was removed and all its traffic was re-routed to existing tracks on NW 6th Street where a new passenger depot was built." Florida Division of Historical Resources' Florida Historical Marker: Alachua County, 2003, Corner NW 3rd Ave. & 6th St. "The coming of the Florida Railroad opened up the interior of Florida for both settlement and trading and helped establish Gainesville. On February 1, 1859 the Florida Railroad entered town and connected Fernandina Beach with Cedar Key by 1861. Built from the northeast along what is now Waldo Road, the rails crossed 13th Street at Archer Road, and continued southwest along Archer Road to Cedar Key. The 19th century Florida roads were sandy, swampy and nearly impassible, so early rail access to two ports dramatically increased Gainesville's prosperity. Railroads provided transportation for outgoing agricultural products and brought in the region's first tourists, creating a demand for hotels, restaurants and other services. As the demand for North Central Florida agriculture grew at the turn of the 20th century, more railroads crisscrossed the region. The last railroad passenger service in Gainesville ended in 1971. The Atlantic Coast Line (ACL) Railroad built a																				





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		modern depot in 1948 rerouting its trains from Main Street downtown to tracks on Northwest 6th Street. The ACL depot is presently part of the downtown campus of Santa Fe Community College. Gainesville's first railroad, the Florida Railroad, was started in 1859. In 1881, the Florida Southern Railroad reached town from Palatka, Hawthorne and Rochelle, entering at South Main Street from Hawthorne Road and running the length of Main Street to 8th Avenue. A route from Rochelle provided service to Ocala. Three years later, the Savannah, Florida & Western Railroad linked to these tracks, providing service through Alachua to Waycross, Georgia. The two lines merged in 1902, becoming the Atlantic Coast Line Railroad, providing service from Tampa Bay to New York. ACL trains ran in the middle of Main Street stopping for passengers to use the city's hotels. In 1895, the Gainesville and Gulf Railroad built a line to Micanopy along NW 6th Street. By 1899, the rails reached south past Fairfield to Emathala and north to Sampson City. The Gainesville and Gulf was sold in 1906 and renamed the Tampa and Jacksonville or T&J. In 1900, the Seaboard Air Line Railroad (SAL) was established and acquired the old Florida Railroad right-of-way through Gainesville. When the SAL bought the T&J in 1926, it was renamed the Jacksonville, Gainesville & Gulf. This line was abandoned in 1943." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																					
24	Caribbean Queen	Dr. Debose Dental Office	N	507	NW	5th	Avenue	14487	SELWACH R J							?	?	X	1				
		9/04/2018 Heritage Trail Information Session: "Dr. DeBose was the only dentist in Gainesville whose practice accepted African Americans. Dr. DeBose charged patients what they could pay – one receipt from 1937 was for \$1.50. Dr. DeBose was descended from the slave minister Rev. Alexander DeBose, born in 1832, who earned enough money in his ministry to purchase the freedom of his family." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Confirm location-the caption to the photo below says the office was located on NW 7thAve b/t 1stand 2ndSt. (Dix map says corner of 5thSt and 5thAve.)																					
25	Vacant Lot	Rose Theater	Y	414	NW	5th	Avenue	14479	City of Gainesville									X	1				
		9/04/2018 Heritage Trail Information Session: No text Provided CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																					
26	Single Family Residence	Dr. Floyd's Medical Office	N	408	NW	5th	Avenue	14480	DUONG ANH HOANG & BACH-LIEN T							?	?	X	1				
		9/04/2018 Heritage Trail Information Session: "Dr. Hayden G. Floyd, MD graduated from Leonard Medical School, Raleigh, NC in 1912 as an allopathic doctor. Allopathic doctors use medicines to treat symptoms that arise from diseases. He practiced in Palatka before moving to Gainesville around 1944. He practiced out of his office at 625 NW 5th Avenue until the mid 1950s." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																					
27	Pleasant Hill MCB	Old Mt. Carmel Church	N	429	NW	4th	Street	14289	PLEASANT HILL BAPTIST CHURCH		X	X		X		X	X	X	6				
		9/04/2018 Heritage Trail Information Session: "When Reverend TA Wright began his 45-year leadership in 1962, "Mt. Carmel at that time was a kind of church that attracted most of the professional blacks." Under Wright's leadership as President of the Gainesville NAACP, Mt. Carmel served a rallying point for the																					






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		desegregation of restaurants, movie theaters and Alachua General Hospital. Membership of the church grew substantially, from about 400 in 1962 to 700 by 1986. When Gainesville High School was desegregated in 1970, Rev Wright drove his daughter, LaVon, Joel Buchanan and Sandra Williams to school to endure another day of humiliation and harassment." Florida Division of Historical Resources' Florida Historical Marker: Alachua County, 2013, 429 NW 4th Street The congregation of the Mt. Carmel Baptist Church first met on May 4, 1896. The church's original members worshipped in the St. Paul CME Church, and together the congregations bought a parcel of land in 1900 to build a new church. Its construction continued piecemeal until the church was completed in 1938. Led by NAACP leader, the Rev. Thomas A. Wright, high school and college students, and church elders met at Mt. Carmel to organize for school integration and the appointment of black city officials from 1962 until Wright's retirement in 2006. They were aided by the strategy and power of University of Florida professors Ruth McQuown and Marshall Jones. In 1963, a Civil Rights march for desegregated public facilities and businesses began here. Students from the all-black Lincoln High School, including Joel Buchanan, Sandra Ezell, and LaVon Wright, met at Mt. Carmel to catch rides to Gainesville High School during the school's integration from 1964-1970. Wright advocated for the role of community youth in moving equality forward, and his nonviolent protests in St. Augustine and Gainesville mobilized other black communities across the state to work toward desegregation in the second half of the 20th century. 1974 Fifth Avenue Pleasant Street Historic Statement of Significance: "Small frame churches still remain throughout the community and Mount Carmel Baptist is an example of a later, 1941, church which is strong..." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Segregation period/ Civil Rights Activity-Mt. Carmel Church-1st Gainesville branch of NAACP Rev. James Cato-Pastor of the old Mt. Carmel Church. Began every prayer with "Lord... It's Cato again"																	
28	Steps For Success	St. Augustine School	N	405	NW	4th	Avenue	14498	EPISCOPAL CHURCH IN THE DIOCE		X					X	X	3	
		9/04/2018 Heritage Trail Information Session: No text Provided 1974 Fifth Avenue Pleasant Street Historic Statement of Significance: "Another neighborhood school, although private, which has been in operation since the nineteenth century, is the St. Augustine Mission School, now a private pre-school still in operation on its original site at the southwest corner of NW 4th Street and 4th Avenue. Founded in the 1870's or by a Rve. Speight in 1893... the school was a Methodist Episcopal elementary school for blacks and provides more strong evidence for the Methodist participation in black recovery in post bellum West Gainesville. Its present building was moved to the site in 1905 from the site of the Masonic Lodge on Main Street." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																	
29	Vacant Lot	Dr. Parker House and Office	Y	303	NW	4th	Street	14300	COSBY & COSBY & EDWARDS							X	X	2	
		9/04/2018 Heritage Trail Information Session: No text Provided CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																	
30	Friendship Baptist Church	Friendship Baptist Church	N	426	NW	2nd	Street	14240	FRIENDSHIP BAPTIST CHURCH		X	?		X		X	X	4	
		9/04/2018 Heritage Trail Information Session: "This beautiful Romanesque Revival style church was built in 1911 after a fire gutted the first wooden structure. In the 1930s, a community survey found that it had one of two church kitchens in Gainesville, electric lighting, indoor plumbing, full vases of flowers at the altar and a clock that quietly ticked out intervals of silence during the service. Over the years, the church has maintained the reputation of being a place where friendly Baptists come together to worship."																	

The Heritage Trail of the Fifth Avenue Pleasant Street Community										Point of Interest Evaluation Criteria															
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Point of Interest No.	Current Name or Use	Historic Name	Vacant Lot?	Street Number	Direction	Street	Designation	Tax Parcel No.	Owner											Sept 2019 Photograph					
<p>2007 State of Florida Black Heritage Trail: "Organized in 1888, Friendship's first building was destroyed by fire, and the present Romanesque-Gothic Revival style church, known for its beautiful stained glass windows, was built of rusticated concrete block in 1911. (352) 376-4302."</p> <p>1974 Fifth Avenue Pleasant Street Historic Statement of Significance: "...and the African Baptist Church south of Mount Pleasant on NW 2nd Street, formerly known as St. John the Baptist, now known as Friendship Baptist Church, a 1911 structure for a nineteenth century congregation... Mount Pleasant and Friendship Baptist Church are the last of a group of the early churches which remain strong in the community."</p> <p>CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided</p>																									
31	Pleasant Park	Cato's Sundry	N	510	NW	2nd	Street	14318-010-004	City of Gainesville										X	1					
<p>9/04/2018 Heritage Trail Information Session: No text Provided</p> <p>CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided</p>																									
32	Single Family Residence	Stafford House	N	518	NW	2nd	Street	14316	STRAW JASON A								?	?	X	1					
<p>9/04/2018 Heritage Trail Information Session: No text Provided</p> <p>CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided</p>																									
33	Rosa B. Williams Community Center	Union Academy / Rosa Williams Center	N	524	NW	1st	St	14183	City of Gainesville										X	1					
<p>9/04/2018 Heritage Trail Information Session: "The African American community knew one of the few means of social and financial advancement was through education. The building that's now where Union Academy stood is the Rosa B. Williams Center, named for a woman who was a quiet force of nature with the Gainesville Women for Equal Rights movement and other social causes. When asked if her life was threatened while she worked for civil rights during that tumultuous time she said, "Uh-huh. I had peoples call to my house, but I got to cussing them out, they didn't call me back."</p> <p>1974 Fifth Avenue Pleasant Street Historic Statement of Significance: "Founded in 1867 by the Freedmen's Bureau, Union Academy was located in the older Brush's Addition of the neighborhood, on the site of the present recreation center and library, and was staffed by whites until 1878. These white teachers were in many cases sympathetic to black recovery after the Civil War. Willis McRae was a principal of the school who sold land in the district to the ME Zion Church. Another principal of Union Academy, a Dr. Porter from Canada, acquired a large tract of land in southwest Gainesville, still referred to as Porter's Quarters, which he sold exclusively to blacks."</p> <p>CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Formerly an old folks home, old folks sitting outside.</p>																									
34	Single Family Residence	Ella's Bakery	N	623	NW	2nd	Street	14200	COWVINS INVESTMENTS LLC								X	X	X	3					

The Heritage Trail of the Fifth Avenue Pleasant Street Community										Point of Interest Evaluation Criteria										Is the site considered a key point of interest? (4 or more)
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Point of Interest No.	Current Name or Use	Historic Name	Vacant Lot?	Street Number	Direction	Street	Designation	Tax Parcel No.	Owner	Sept 2019 Photograph										
9/04/2018 Heritage Trail Information Session: "Baker" Davis, as she was called, made and sold pies, cakes and cookies out of her bakery at the rear of her property in the 1920s. As with so many of the hard working residents of this neighborhood, Davis had more than one income stream. She also worked in real estate. A number of real estate transactions in the Alachua County Archives bear her name." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Ella Davis: no children, bakery owner –one of the most successful in Gainesville.																				
35	Mt. Pleasant United Methodist Church	Mt. Pleasant United Methodist Church / Mount Pleasant African Methodist Episcopal Church	N	628	NW	2nd	Street	14354	MT PLEASANT UNITED METHODIST			X	?		X	X	X	X	6	
9/04/2018 Heritage Trail Information Session: "With its towering steeple, beautiful stain glass windows, and red brick structure, this church is an architectural standout in the neighborhood. It has been that place where community gatherings has happened as it relates to the racial issues and the racial tension. It's just been that place that has been open not just as a church but a safe place for folk to be able to come and talk about social issues, political issues, whatever the issues may be." Florida Division of Historical Resources' Florida Historical Marker: Alachua County, 2003, Corner NW 3rd Ave. & 6th St. Mount Pleasant Methodist Episcopal Church was founded on July 16, 1867, with the Reverend Isaac Davis serving as the first pastor. The Board of Trustees of the oldest black congregation in Gainesville purchased the lot on which the present church still stands for \$160 from Charles W. Brush. He sold lots after the Civil War mainly to African American individuals and institutions in what is now the Pleasant Street Historic District. The founding trustees were Lojurn Davis, Alexander Hamilton, Ethan Daniels, Henry Roberts, William Anderson, Adam Dancy, Shadrach Abendnego, Robert McDuffie and Dr. McDowell. Mount Pleasant soon became a social and religious center for the neighborhood. The first Florida Annual Conference that brought together Methodist churches with black congregations was held at Mount Pleasant in 1874, while the Reverend Alexander DeBose was pastor. The original wood frame building was replaced in 1887 with a brick structure, which was destroyed by fire in 1903. The present church, built of red brick in the stately Romanesque revival style, was completed in 1906 and is noted for its beautiful stained glass windows. In 1968, the congregation was renamed the Mount Pleasant United Methodist Church. State of Florida Black Heritage Trail: "Organized in 1867, the first church building was a wood frame structure constructed on a site purchased from Charles Brush. That building was replaced by a brick structure in 1887 which was destroyed by fire in 1903. The present building, a Romanesque Revival-style structure, was completed in 1906. The Mount Pleasant Cemetery at 2837 NW 13th Street, was established by the church in the 1880s and is the final resting place of many pioneer African Americans and their descendants. (352) 372-4872." 1974 Fifth Avenue Pleasant Street Historic Statement of Significance: "Developing at the same time as these schools and tied to the socially are a number of churches, still in operation in the neighborhood. Of these, perhaps the most significant is the Mount Pleasant Methodist Church, located on NW 2nd Street. A large brick Romanesque Revival building built in 1904, it replaces an early frame structure which was in place by 1884 as well as the frame church's successor, a modest brick building on the same site... General patterns of church development in the south would suggest hat Mount Pleasant evolved from an antebellum congregation, probably white. Trustees of the Church purchased the present site in 1867... Mount Pleasant and Friendship Baptist are the last of a group of the early church which remain strong in the community... Mount Pleasant Church, mentioned above, is a fine example of Romanesque Revival architecture with its asymmetrical massing, round-arched fenestration and colored glass windows." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Founded in 1867 and the present building was constructed in 1904. Trustees R.B. Ayer, E. Martin, J.A. DeBose, E. Thompson, H.P. Jackson, James Wallace, J.J. Murrell, HatieAdams, and Rev. Joseph Deas supervised the erection of the new structure after the original church was destroyed by fire. E. Martin served as Alderman (Commissioner) of the City of Gainesville.																				
36	Pinkney Smith Funeral Homes	White / Jones Funeral Home	N	727	NW	2nd	Street	14216	PINKNEY GEORGE L III								X	?	X	2
9/04/2018 Heritage Trail Information Session: "Funerals, or homecomings are a significant event in the African American community and morticians were persons of status and relative wealth. Morticians did not rely on whites for their revenue, so often many were prominent in the civil rights movement, as was																				

The Heritage Trail of the Fifth Avenue Pleasant Street Community										Point of Interest Evaluation Criteria												
Points of Interest Inventory & DRAFT Criteria										Point of Interest Evaluation Criteria												
Introduction: The Heritage Trail interprets the history of the Fifth Avenue and Pleasant Street community with a focus on the locations that were home to influential people and events. Previous trail planning efforts identified a number of such residences, businesses, schools and churches, which were referred to as trail 'points of interest'. The following compiles these points of interest, and includes each site's current name, historic name, address, tax parcel number, and current owner, as well as a representative site photograph. Also included is historic information for each site as provided within previous Heritage Trail work efforts and existing historic documents. As part of this current work effort, evaluation criteria have been developed to determine objectively which locations are best included within the Heritage Trail story. These criteria also offer the opportunity to identify new locations to include that may not have been considered as part of previous research efforts. Proposed criteria considers each point of interest's national, state, and local historic significance as included within existing historical resources and documents including the National Registry, Florida Historical Markers, the State of Florida Black Heritage Trail, and the City of Gainesville Historic Registry, among others. Criteria also consider if the site's original, historic structure still exists and if the site is located directly along the proposed Heritage Trail walking route. It is recommended that if a site meets at least one of the proposed evaluation criteria, then it would be considered a Heritage Trail point of interest and included within interpretive maps and narratives of the trail. It is further recommended that if a site meets four or more of the evaluation criteria, then it should be considered a Heritage Trail 'key' point of interest. These key sites will also be included in trail maps and narratives but will have a more significant mention and presence within trail interpretive signs. Key points of interest are highlighted in blue in the below document. The following summary and criteria have been prepared for stakeholder and community review. Please consider following as DRAFT until further input is										1. Is the site currently listed in the National Register of Historic Places and National Historic Landmarks Program?												
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										4. Is the site mentioned within the Green Book?												
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Last Updated: 2/29/2020																						
Point of Interest No.	Current Name or Use	Historic Name	Vacant Lot?	Street Number	Direction	Street	Designation	Tax Parcel No.	Owner	Sept 2019 Photograph												
Charles Chestnut, III owner of the oldest African American funeral home in the city, Hughes & Chestnut."																						
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																						
37	Single Family Residence	Dr. Ayer's Office	N	730	NW	2nd	Street	14347	ERMLICH AARON S									X	X	2		
9/04/2018 Heritage Trail Information Session: "Dr. Robert Ayer was the city's first black physician. He was born in 1862 to a white plantation owner and his mother, a slave. In Gainesville, he opened a barbershop next to his mother's restaurant; one of his white clients offered to pay for medical school. Ayer was the first black to own an automobile in Gainesville, was one of the founders of the Mt. Pleasant Episcopal Church as it was then called, and donated the land for Lincoln High School."																						
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																						
38	Smith / Griffin Museum	Virgil Smith House	N	321	NW	8th	Avenue	14357	PLEASANT STREET HISTORIC SOCIETY INC							X	X	X	X	3		
9/04/2018 Heritage Trail Information Session: "Several generations of students are grateful for the school and life lessons Mrs. Griffin taught during her 50-year career. Manners, courtesy, culture, Latin, algebra and girls basketball. "If you did get a little bit out of place the teacher would tell your momma and you got a spanking at school and another one when you got home." Said Ms. Griffin."																						
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																						
39	Pleasant Place Apartments	Dunbar Hotel / Pleasant Place	N	732	NW	4th	Street	14402	WKP PROPERTIES LLC				X	?		X	X	X	X	5		
9/04/2018 Heritage Trail Information Session: "Duke Ellington, B.B. King, Sammy Davis, Jr., Ella Fitzgerald and many more black musicians stayed in the Dunbar Hotel when in town for gigs on the Chitlin' Circuit. It was converted to a two-story hotel by the Dunbar family in the 1930s, and was the only hotel in Gainesville for African Americans for a time during segregation."																						
2007 State of Florida Black Heritage Trail: "This was the only African American hotel in Gainesville in the early 20th century. The Dunbar family welcomed touring musicians, educators, businessmen and their families. The building has been restored at its original site."																						
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																						
40	Single Family Residence	Gaston Cook House	N	710	NW	4th	Street	14404	COBURN DAVID ALAN & BEVERLY A										X	1		
9/04/2018 Heritage Trail Information Session: No text Provided																						
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																						

The Heritage Trail of the Fifth Avenue Pleasant Street Community										Point of Interest Evaluation Criteria									
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Point of Interest No.	Current Name or Use	Historic Name	Vacant Lot?	Street Number	Direction	Street	Designation	Tax Parcel No.	Owner										
41	Single Family Residence	Thelma Jordan House	N	612	NW	4th	Street	14450	WAGLONS INVESTMENTS LLC							?	?		
9/04/2018 Heritage Trail Information Session: No text Provided																			
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																			
42	Project Youth Building	Dr. Banks / Dr. Cosby Office	N	635	NW	6th	Street	14438-002	City of Gainesville				?			?	?	X	1
9/04/2018 Heritage Trail Information Session: "Dr. Cullen Banks - As the only black obstetrician (and for a time, the only black MD) in Gainesville, Dr. Cullen W. Banks delivered more than 3,000 babies. He was the first black doctor to have full privileges at Alachua General Hospital, a member of the executive committee there and at North Florida Regional Hospital. "Every corner of town, at parties and/or engagements, even outside of Gainesville, people would approach our father and say, 'Dr. Banks, you delivered me.'" Dr. Edgar Cosby - Dr. Edgar Allen Cosby came to Gainesville to begin his dental practice in 1950. Raised in Chicago, he met his wife, Gainesville." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: "Dr. Cullen Banks --1stblack doctor: did house calls Dr. E.A. Cosby --2nddentist"																			
43	D.R. Williams Fellowship Hall Church	Old Greater Bethel Church	N	620	NW	6th	St	13544	WILLIAMS TEMPLE CHURCH OF GOD							?	?	X	1
9/04/2018 Heritage Trail Information Session: "The roots of this church trace back to the oldest black congregation in Gainesville, Mount Moriah Church that held its services in brush arbors just 12 years after the city was founded in 1853. A Quinn Jones, Lincoln High School's revered first principal served as Superintendent of the Sunday School for 35 years. Jones' bond with the congregation was such that when funds were needed to pay teachers the last two months of an 8-month school year, he came to the congregation for donations." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																			
44	Vacant Lot	Mama Lo's Restaurant	Y	616	NW	6th	Street	13546	WILLIAMS TEMPLE CHURCH OF GOD									X	1
9/04/2018 Heritage Trail Information Session: No text Provided																			
CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																			




The Heritage Trail of the Fifth Avenue Pleasant Street Community										Point of Interest Evaluation Criteria										Is the site considered a key point of interest? (4 or more)
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Point of Interest No.	Current Name or Use	Historic Name	Vacant Lot?	Street Number	Direction	Street	Designation	Tax Parcel No.	Owner										Sept 2019 Photograph	
45	Williams Temple Church of God in Christ	Williams Temple Church of God in Christ	N	628	NW	7th	Avenue	13524-000 & 13524-001	WILLIAMS TEMPLE CHURCH OF GOD							?	?	X	1	
9/04/2018 Heritage Trail Information Session: "The congregation was formed under the leadership of Rev Henry Williams in 1928, perhaps in response to the growing population moving to the neighborhood to attend the newly opened Lincoln High School. Most black churches struggled to pay their pastors' living wages; Rev Williams and his sons traveled to the oak groves of Alachua County gathering Spanish moss. After careful preparation, it was sold to fill mattresses, airline seats, and upholstered furniture." CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: HH Williams Church Bishop Williams Temple –Saturday's throw \$ and all kids would scramble																				
46	Town Tire Auto Service Centers Tire Pros Downtown	Butler's Grocery	N	405	NW	8th	Avenue	13506	TOWN TIRE COMPANY INC.							?	?			
9/04/2018 Heritage Trail Information Session: No text Provided CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: "Confirm location-Butler Super Market –8th Avenue and 6thStreet (according to workshop-Dix Lathrop mapped it on NW 4thSt)"																				
47	Clara's Beauty Salon	Clara's Beauty Salon	N	728	NW	7th	Avenue	13510-014	GRIFFIN CLARA C HEIRS							?	?	X	1	
9/04/2018 Heritage Trail Information Session: No text Provided CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: Ms. Clara-favorite hairdresser; raised children and had business in her home –ladies only																				
48	Single Family Residence	Juanita's Beauty Shop	N	760	NW	8th	Street	13851	BRADLEY TRUSTEE & CHESTNUT III							?	?			
9/04/2018 Heritage Trail Information Session: No text Provided CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided																				
49	Single Family Residence	LHS Band House	N	1005	NW	7th	Avenue	13863-002	EASTWOOD CCFG LLC									X	1	
9/04/2018 Heritage Trail Information Session: "Credit goes to long time band director Jerry Miller for founding the music program at Lincoln High School in 1946. With no designated 'home,' the band practiced in classrooms, the auditorium and finally in a small house across the street from Lincoln. "They seldom went																				

The Heritage Trail of the Fifth Avenue Pleasant Street Community

Points of Interest Inventory & DRAFT Criteria

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Last Updated: 2/29/2020

Point of Interest No.	Current Name or Use	Historic Name	Vacant Lot?	Street Number	Direction	Street	Designation	Tax Parcel No.	Owner	Sept 2019 Photograph	
										<p>to competition and came home with anything less than Superior. The LHS band was the first black band to enter Fleming Field, the UF football stadium."</p> <p>CRA Fifth Ave Pleasant St Heritage Trail 2017 Presentation: No text Provided</p>	
50	Pleasant Street Historic District										
<p>See National Statement of Significance</p> <p>2007 State of Florida Black Heritage Trail: "The oldest and largest continuously inhabited black residential area in Gainesville, this district is significant as the religious and social center for black entertainment, commerce and educational life in the city. Blacks built many of the 255 contributing historic buildings in this quadrant of original Gainesville in the post-Civil War era and the early 20th century. When emancipated blacks moved into Gainesville after the Civil War, many settled here, where they could buy land and establish churches, schools and clubs."</p>											
<div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>											
<p>POSSIBLE POINTS OF INTEREST THAT WERE INCLUDED IN PREVIOUS INFORMATION BUT ARE INCOMPLETE <i>(Unclear if these are or are not points of interest. Were included in the Excel Worksheet we were given but did not have complete information such as historic name).</i></p>											
A			N	104	NW	5th	Avenue	13910	MARTIN & MARTIN		
B	White and Janes Commercial Building		N	101	NW	5th	Avenue	13955	LVS RENTALS LLC		

Point of Interest Evaluation Criteria





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X	X	X	?	N/A	X	N/A	N/A	N/A	4

The Heritage Trail of the Fifth Avenue Pleasant Street Community

Points of Interest Inventory & DRAFT Criteria

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C			Y	501	NW	10th	Street	13810	LVS RENTALS LLC											
D			N	927	NW	5th	Avenue	13754	LVS INVESTMENTS 6TH LLC											
E			Y	736	NW	5th	Avenue	13587	LVS INVESTMENTS EAST LLC											

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F	Agency Bail Bonds		N	739	NW	5th	Avenue	13618	WESLEY SAM B II											
G			Y	621	NW	5th	Avenue	13610	GREEN AARON A											
H	Fletchers Lounge		N	617	NW	5th	Avenue	13609	GREEN AARON A											
I			Y	425	NW	6th	Street	14490	SANTA FE COMMUNITY COLLEGE EN											

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J			N	?	?	?	?	14493	SANTA FE COMMUNITY COLLEGE EN											
K	Powerhouse Faith and Praise Church of God		N	512	NW	4th	Avenue	14513	CHURCH OF GOD TRUSTEES											
L			N	504	NE	5th	Avenue	14475	SANTA FE COMMUNITY COLLEGE EN	<i>pending</i>										
M			N	426	NW	5th	Avenue	14476	SANTA FE COMMUNITY COLLEGE EN	<i>pending</i>										

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N			N	430	NW	5th Avenue		14477	DEBOSE JOSEPH B	<div>pending</div>
O			N	410	NW	5th Avenue		14478	SANTA FE COMMUNITY COLLEGE EN	
P			Y	426	NW	3rd Street		14288	STEPP JOHN R	
Q			N	302	NW	5th Avenue		14306	REEB KIRK P TRUSTEE	
R			N	311	NW	3rd Street		14297	TCTL HOLDINGS LLC	

Point of Interest Evaluation Criteria

1. Is the site currently listed in the National Register of Historic Places and National Historic Landmarks Program?

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3. Was the site home or host to an event that included a recognized civil rights leader, politician, educator, artist, musician, academic, etc.?

4. Is the site mentioned within the Green Book?

5. Is the site currently identified with a State of Florida Division of Historical Resources Florida Historical marker?

6. Is the site listed in the State of Florida Black Heritage Trail?

7. Is the site listed on the local historic registry?

8. Is the original structure still existing?

9. Is the site directly on the proposed Heritage Trail route?

Is the site considered a key point of interest? (4 or more)

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S			N	236	NW	3rd	Avenue	14248	PEREZ & VALENTIN											
T			N	436	NW	2nd	Street	14336	CATO & CATO JR & CATO III											
U			Y	528	NW	2nd	Street	14308-003	STRAW JASON											
V			N	602	NW	2nd	Street	14308	HAWKINS & NASH											



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W			N	601	NW	2nd	Street	14205	REFUGE CHURCH OF OUR LORD JES											
X			Y	633	NW	2nd	Street	14196	JANISCH KATJE											
Y			N	?	?	?	?	14396	City of Gainesville											
Z			N	718	NW	4th	Street	14410	TOOTHMAN MELISA I											



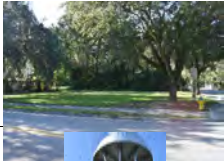
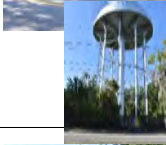

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AA			N	612	NW	6th	Street	13546-001	WILLIAMS TEMPLE CHURCH OF GOD										
AB			N	701	NW	7th	Avenue	13551	GRICE CLINTON LEE										
???		Plummer's Barber Shop	N	???	?	?	?	?	?										

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			N	721	NW	6th	Street	14396	City of Gainesville												
			N	411	NW	8th	Avenue	14396	City of Gainesville												
				722	NW	6TH	Street	13534	City of Gainesville												
			N																		
																					
iii	Housing Lots (Empty)		Y	1019	NW	5th	Avenue	13913	Gainesville Florida Housing												
			y	1107	NW	5th	Avenue	13913	Gainesville Florida Housing												
iv	Water Tower		N	1119	NW	5th	Avenue	13957	City of Gainesville												
v.	Seminary Tot Lot		N	1007	NW	5th	Avenue	13956	City of Gainesville												

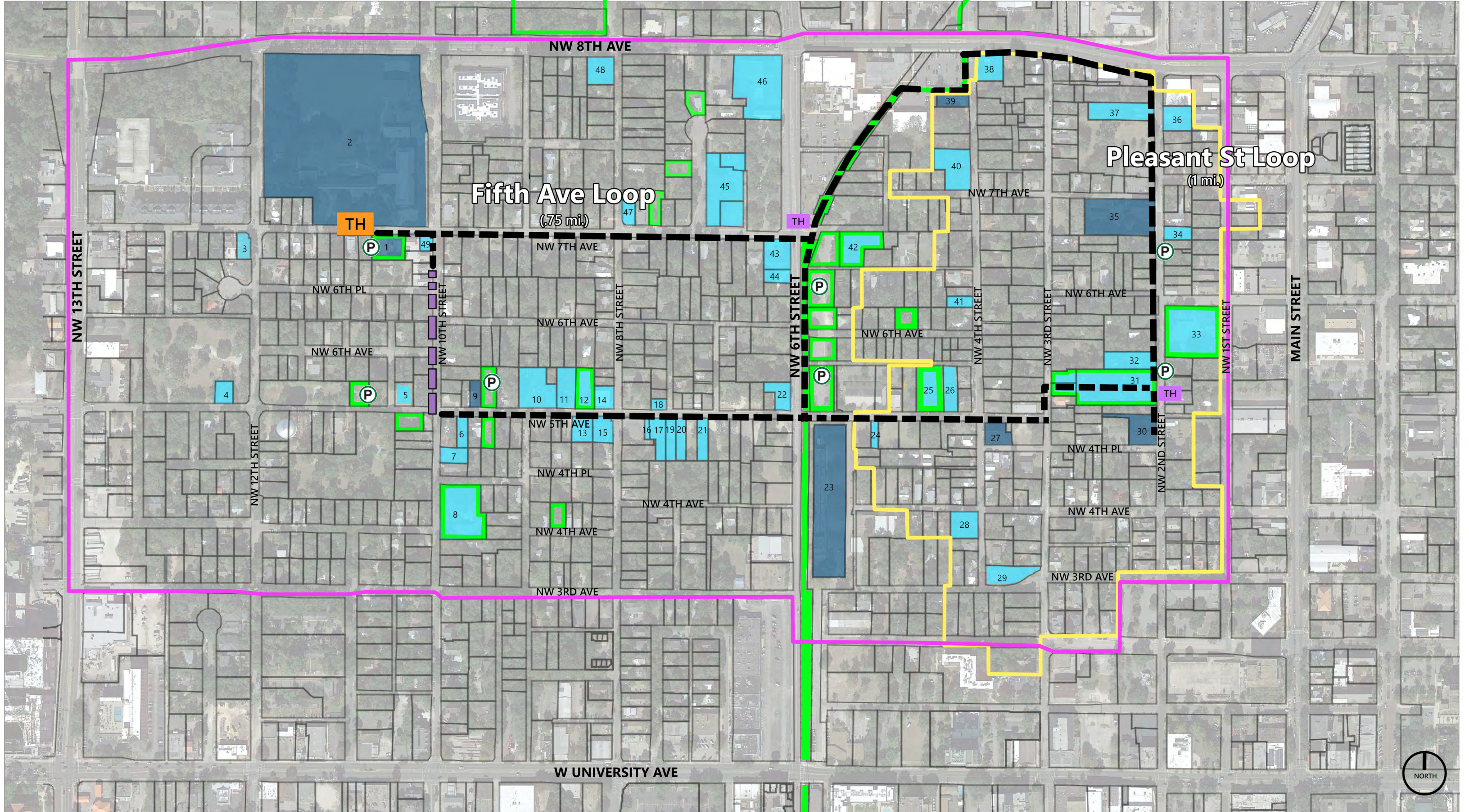
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vi.	Parking Lot		N	598	NW	5th	Avenue	14473	City of Gainesville											
vii.	Fifth Avenue Community Garden		N	?	NW	5th	Avenue	13751	City of Gainesville											
viii.	Dollree Bowens Tot Lot		N	820	NW	4th	Avenue	13738	City of Gainesville											
ix.	Kiwanis Girl Scout (Oakview) Park		N	810	NW	8th	Avenue	441	City of Gainesville											
X.	6th Street Rail Trail		N	Multiple Addresses	-	-	-	14444-100	Board of Trustees of the Inte.											



Legend:

- Points of Interest
- Key Points of Interest
- City Owned Property

- Previous Fifth Ave/Pleasant Street CRA District
- State Historic Pleasant Street District

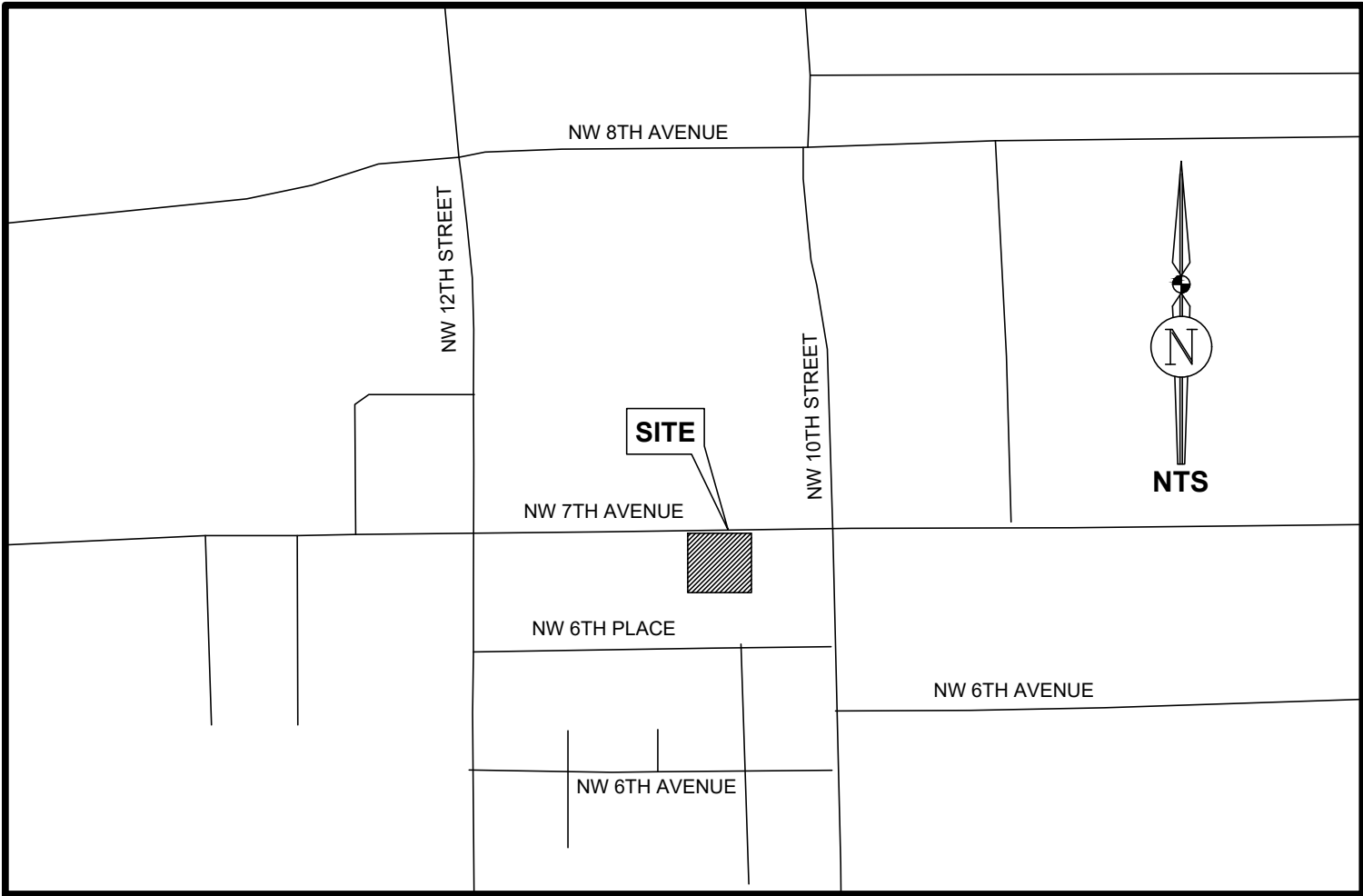
- Existing Public Parking
- Main Trailhead
- Secondary Trailhead

- Proposed Trail Route, Existing Sidewalk
- Proposed Trail Route, New Sidewalk

AS-BUILT SURVEY

IN SECTION 5, TOWNSHIP 10 SOUTH, RANGE 20 EAST, ALACHUA COUNTY, FLORIDA

LOCATION MAP



LEGAL DESCRIPTION PER O.R.B. 3823, PG. 153

LOT THREE (3) AND THE WEST TEN (10) FEET OF LOT TWO (2) OF S.J. THOMAS SUBDIVISION OF THE NORTH HALF (N 1/2) OF BLOCK TEN (10) OF BROWN'S ADDITION TO THE CITY OF GAINESVILLE, BEING SIXTY FEET EAST AND WEST BY NINETY FIVE FEET NORTH AND SOUTH ON THE SOUTH SIDE OF COLUMBIA STREET, GAINESVILLE, FLORIDA; AS PER PLAT RECORDED IN PLAT BOOK "A", PAGE 70 OF THE PUBLIC RECORDS OF ALACHUA COUNTY, FLORIDA; LYING AND BEING IN NORTHWEST QUARTER (NW 1/4) OF SECTION FIVE (5), TOWNSHIP TEN (10) SOUTH, RANGE TWENTY (20) EAST.

AND

WEST TWENTY-FIVE (25) FEET OF LOT ONE (1) AND EAST FORTY (40) FEET OF LOT TWO (2) OF S.J. THOMAS SUBDIVISION OF NORTH HALF OF BLOCK TEN (10) BROWN'S ADDITION TO CITY OF GAINESVILLE, ACCORDING TO RECORDED PLAT THEREOF.

ABBREVIATIONS

(D) = DESIGNED
(M) = MEASURED
A/C = AIR CONDITIONING
BC = BACK OF CURB
ELEV = ELEVATION
EP = EDGE OF PAVEMENT
FFE = FINISHED FLOOR ELEVATION
ID = IDENTIFICATION
INV = INVERT
LB = LICENSED SURVEYING BUSINESS
LS = LICENSED SURVEYOR
NAD83(2011) = NORTH AMERICAN DATUM OF 1983, 2011 ADJUSTMENT
NAVD88 = NORTH AMERICAN VERTICAL DATUM OF 1988
O.R.B. = OFFICIAL RECORDS BOOK
P.B. = PLAT BOOK
PG. = PAGE
PP = PLASTIC DRAIN PIPE
RCP = REINFORCED CONCRETE PIPE
R/W = RIGHT-OF-WAY

SYMBOL LEGEND

BOUNDARY LINE
RIGHT-OF-WAY CENTERLINE
RIGHT-OF-WAY LINE
TAX PARCEL LINE
FENCE LINE
STORMWATER LINE
IRON ROD - CAPPED
BENCHMARK
IRON PIPE
STORMWATER MANHOLE
CLEANOUT
SINGLE-POLE SIGN
LIGHT POLE
MEASURED (AS-BUILT) SPOT ELEVATION
HARD SURFACE
DESIGNED SPOT ELEVATION
ASPHALT SURFACE
CONCRETE SURFACE
WOODEN DECKING
BRICK PAVERS

STORMWATER STRUCTURE SCHEDULE

S-1
CURB INLET
RIM ELEV = 172.12'(M), 172.78'(D)
W INV ELEV = UNOBTAINABLE(M), 169.00'(D); UNOBTAINABLE(M) 18" RCP(D)
BOTTOM OF BOX ELEV = 167.74'(M), 168.50'(D)

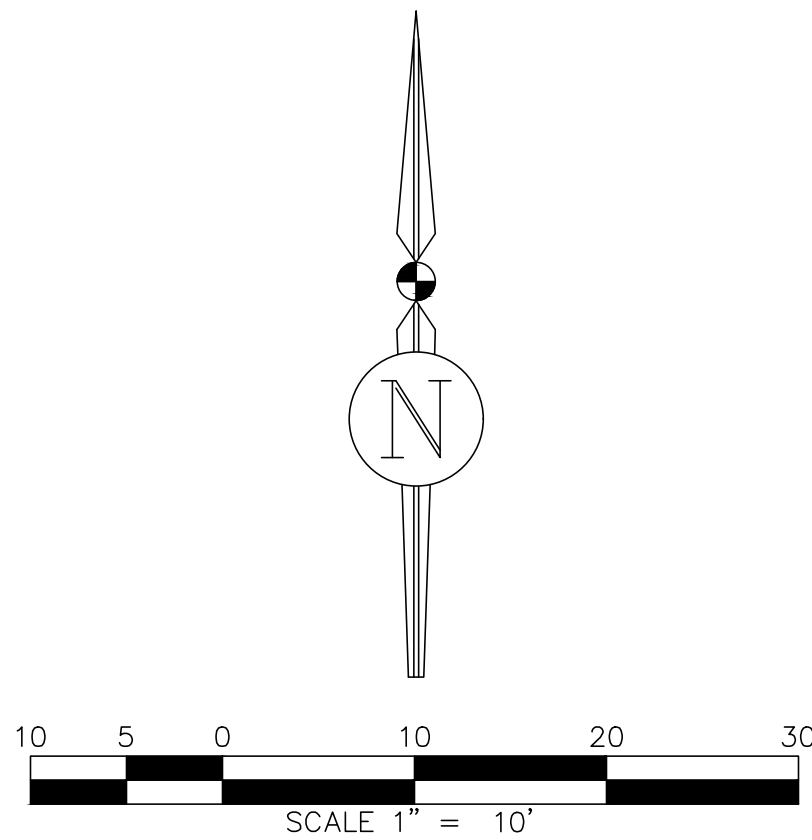
S-2
STORMWATER MANHOLE WITH WEIR
RIM ELEV = 172.25'(M), 173.14'(D)
N INV ELEV = UNOBTAINABLE(M), 167.64'(D); UNOBTAINABLE(M), 18" RCP(D)
S INV ELEV = 168.20'(M), 169.00'(D); 24" RCP(M), 24" RCP(D)
TOP OF WEIR ELEV = 170.23(M), 169.68(D)
BOTTOM OF WEIR ELEV = 168.92(M), UNSPECIFIED(D)
BOTTOM OF BOX ELEV = 166.63'(M), 168.50'(D)

S-3
STORMWATER MANHOLE
RIM ELEV = 171.89'(M), 172.56'(D)
E INV ELEV = 166.86(M), UNSPECIFIED(D); EXISTING 18" RCP(M), UNSPECIFIED(D)
S INV ELEV = 167.25(M), UNSPECIFIED(D); 18" RCP(M), 18" RCP(D)
W INV ELEV = 166.83'(M), UNSPECIFIED(D); EXISTING 18" RCP(M), UNSPECIFIED(D)
BOTTOM OF BOX ELEV = UNOBTAINABLE(D); 167.14'(D)

S-4
CATCH BASIN
RIM ELEV = 173.21'(M), 173.89'(D)
NW INV ELEV = UNOBTAINABLE(M), 171.89'(D); UNOBTAINABLE(M), 8" PP(D)

SURVEYOR'S NOTES

- ELEVATIONS ARE REFERENCED TO BENCHMARKS SHOWN IN CONSTRUCTION PLANS.
- STATE PLANE COORDINATES ARE REFERENCED TO THE NORTH AMERICAN DATUM ON 1983, 2011 ADJUSTMENT AND BASED ON THE U.S. NATIONAL GEODETIC SURVEY CONTINUOUSLY OPERATING REFERENCE STATION "GNVL" (DE6005), WITH A PUBLISHED POSITION IN U.S. SURVEY FEET OF:
NORTHING = 256,559.5018
EASTING = 2,674,388.1289
- THIS SURVEY IS BASED ON MEASUREMENTS CONDUCTED ON FEBRUARY 3, 2020.
- NO UNDERGROUND UTILITIES WERE LOCATED IN THE COURSE OF THIS SURVEY. UNDERGROUND UTILITY LINE LOCATIONS ARE APPROXIMATE.
- ADDITIONAL ENCUMBRANCES MAY AFFECT THE SUBJECT PARCEL THAT DO NOT APPEAR ON THIS MAP.
- EASEMENTS DEPICTED ON THIS SURVEY WERE PROVIDED BY THE CLIENT OR ARE RECORDED IN AN ASSOCIATED PLAT. NO EASEMENT RESEARCH WAS CONDUCTED DURING THE COURSE OF THIS SURVEY.
- THIS IS NOT A BOUNDARY SURVEY.
- PROPOSED ELEVATIONS IN SOME AREAS MAY NOT MATCH AS-BUILT ELEVATIONS DUE TO FIELD CHANGES DURING CONSTRUCTION.
- REPRODUCED COPIES THAT ARE NOT AT 24"x36" MAY NOT BE TO SCALE.



Prepared By:
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Professional Group Inc
CIVIL ENGINEERING • LAND SURVEYING • PLANNING
3630 NW 43rd Street • Gainesville, Florida 32606
PHONE: (352) 375-9999 • FAX: (352) 375-0833
E-MAIL: contact@jbprogroup.com

THE MAP OF THE PROPERTY DESCRIBED HEREON WAS MADE UNDER MY SUPERVISION AND THIS MAP OF SURVEY FURTHER MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE STATE OF FLORIDA BOARD OF PROFESSIONAL SURVEYORS & MAPPERS IN CHAPTER SJ-17.05, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES, AND THE MAP OF SURVEY SHOWN HEREON IS A TRUE AND ACCURATE REPRESENTATION THEREOF TO THE BEST OF MY KNOWLEDGE, BEING SUBJECT TO NOTES AND NOTATIONS SHOWN HEREON.

Florida License No. LS7210
Certificate of Authorization No. LB8031
NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR & MAPPER OR VALID DIGITAL SIGNATURE IN ELECTRONIC FORM

TROY V WRIGHT, PSM
Professional Surveyor and Mapper

A. QUINN JONES MUSEUM
GAINESVILLE, FL

AS-BUILT SURVEY	
CERTIFIED TO:	Scale: 1"=10'
1. ONE DAY CAME, INC.	Proj. No. 416-20-01
	Drawn: T.Hensley
	Checked: T.Wright
	Dwg. Name: 416-20-01-SAB1
	Dwg. Date: 04/28/2021
	Field Book: N/A
	Pages: N/A
Sheet:	1 of 1

ATTACHMENT 8

CITY OF GAINESVILLE

**PROFESSIONAL & OTHER SERVICES
EVALUATION HANDBOOK**

Prepared by
Division Of Purchasing
Finance Department

Revised 2/15/22 for the Purpose of ITN#GCRA-230050-GD

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PROFESSIONAL & OTHER SERVICES EVALUATION PROCEDURE

INTRODUCTION

Florida Statutes and the Purchasing Policies and Procedures generally provide that the City select the best qualified firm to provide professional and other services. For this reason, a structured evaluation procedure has been developed to aid the City of Gainesville in selecting the most qualified firm. The evaluation process is based on the completion of a Professional Services Evaluation Package comprised of up to four stages: The Technical Qualification Evaluation, Written Proposal Evaluation, and the Proposal Presentation/Interview Evaluation, and Other Factors as deemed appropriate. All of the various stages are to be used in the evaluation process and the final ranking of the firms, unless otherwise approved by the Purchasing Manager.

The Technical Qualifications Evaluation and Written Proposal Evaluation are used to select firms for Presentations, (no less than three, and no more than six firms, if Consultants Competitive Negotiations Act (CCNA) applies). Because the offering is an Invitation to Negotiate, price will not be discussed until the ranking is approved and negotiations have begun. The Presentation/Interview Evaluation stage will be used in conjunction with the Technical Qualifications Evaluation and Written Proposal Evaluation stages, in order to arrive at a recommended ranking of the firms. All requests by the Evaluation Team to waive the presentation/interview evaluation stage must be submitted to the Purchasing Manager for approval, by completing the form entitled, "Request to Waive Presentation/Interview Evaluation". After consideration the Purchasing Manager shall approve or disapprove the request for a waiver. The recommended ranking shall be obtained by taking into account all prior phases and other factors as deemed appropriate.

The City may consider a Local Preference business; unless superseded by Federal or State regulations. The Evaluation process provides a structured means for consideration of all these areas.

The Technical Qualifications Evaluation will assess each respondent's ability based on the experience and qualifications of key team members, the timeline for completion and the firm's record with regard to this type of work, particularly in the City of Gainesville or in the State of Florida. This stage does not involve review and evaluation of a proposal addressing the project scope of work. Consideration will be given to the firm's financial stability and the location where the majority of the technical work will be produced. The City will not be impressed with excessive amounts of boilerplate, excessive numbers of resumes, excessive length of resumes, excessive numbers of photographs, work that distant offices have performed, or work not involving personnel to be assigned to the proposed project.

The Written Proposal Evaluation will assess the respondent's understanding of the project and the proposed approach to be undertaken as addressed in a written proposal, including a timeline of activities for each deliverable. The evaluation process will assess how effectively the requirements of the scope of services have been addressed. The written proposal should identify a project manager and other key

members of the project/service team. It should relate the capabilities of the project/service team to the requirements of the scope of services. Proposals will be evaluated on the depth of prior experience in engaging the community, working with Subject Matter Experts, and working with local governments in the State of Florida and/or with the State of Florida.

The Proposal Presentation/Interview Evaluation is based on an oral presentation that addresses both the technical qualifications of the firm and the approach to the project. Importance is given to the firm's understanding of the project scope of work, the placement of emphasis on various work tasks, and the response to questions. The evaluation process will assess the project manager's capability and understanding of the project and his/her ability to communicate ideas. The role of key members of the project/service team should be established based on the scope of services and the firm's approach to the project/service. The role of any subcontracted firm in the proposal should be clearly identified. Unique experience and exceptional qualifications may be considered with emphasis on understanding of the project/service, particularly "why it is to be done" as well as "what is to be done". The City of Gainesville will not be impressed with excessive boilerplate, excessive participation by "business development" personnel, and the use of "professional" presenters who will not be involved in the project or future presentations.

Price is not an evaluative factor in this solicitation, however, a price proposal is requested for budget purposes. The Price will not be submitted to the evaluation team for review, but may be addressed in the negotiation of an awarded contract.

The Other Factors to be considered, based upon the specific project (but not limited to), are those items, such as SBPP and/ or Local Preference. Fee proposals, when requested and deemed appropriate, are also to be considered in the evaluation process, where the request for such fees is in accordance with the City's Purchasing Policies and Procedures.

The evaluation will be conducted by City staff, except where otherwise deemed appropriate, and approved by the City Manager or his /her designee. Staff will be the Project Manager or user Department Head. Department Heads should avoid if at all possible appointing direct subordinates. The responding firms will be ranked in priority order, and submitted (may be short list of firms) to the City Manager for review. The City Manager will make a recommendation to the City Commission, to obtain authorization to negotiate a contract when estimated cost for services exceeds \$50,000. Services with an estimated cost of \$50,000 or less shall require approvals based on the assigned dollar value consistent with the requirements of the City Purchasing Procedures.

A copy of the Professional and Other Services Evaluation Handbook, which outlines guidelines and specific considerations, will be utilized in the evaluation process. Evaluation members will also be given the Florida Department of Management Services Professional Services Evaluation Table A as an example of a possible methodology which can be used for evaluating the importance of a proposer's location, when applicable.

Before beginning the actual evaluation process, staff shall ensure that they have a working knowledge of these procedures. Staff will complete the evaluation forms for Written,

Technical, Presentation/Interview where applicable and Summary Ratings, and individually rank the firms based on the total points. There shall be no discussions between staff or any other persons of individual ratings outside of consensus review.

Each individual staff's rankings will be entered on the form entitled Final Ranking for Recommendation. Each of the individual rankings shall be converted to an assigned point value corresponding to the position ranking (i.e. 1st=6, 2nd=5, 3rd=4, 4th=3, and 5th=2 and 6th=1). The assigned points will then be totaled for each of the firms with the firm having the greatest number of assigned points being recommended as the top ranked firm, next highest being recommended as the second ranked firm, and the firm with the third highest number of points being recommended as the third ranked firm and so on. In the event the use of assigned point values results in equal or tied firm ratings, then ratings of the tied firms shall be determined by using total point values attained for each of the firms. In the event a tie still remains, the decision will be reached by applying the "tie bids" section of the City's Purchasing Policy.

Upon completion of the final tabulated rankings, staff shall submit to the Purchasing Buyer each individual staff's ranking, the final tabulation and recommendation.

TECHNICAL QUALIFICATIONS EVALUATION

This stage considers information submitted in the area of technical qualifications and the evaluators' knowledge of the entity. Emphasis is placed on the firm's qualifications and ability to do the work, rather than the specific project approach which is addressed in the Written Proposal Evaluation. A total of 100 points is obtainable. The Technical Qualifications Evaluation Form shall be completed in accordance with the following guidelines:

Include narrative specific to each criteria scoring.

A. Ability of Professional Personnel = 55 points maximum

1. Do the resumes of the key staff support the firm's Competency in doing this type of work? Key staff includes the Project Manager, and other project team professionals.
2. Has the firm done this type of work in the past?
3. Does the project require familiarity or specific experience relative to local land development and/or building codes, regulations or similar regional requirements (i.e. - understanding of local context and development procedures, local climatic conditions, workforce, trades, material availability and construction costs) or processes, and does the firm possess such experience.
4. What is the firms Florida Litigation history within the last ten years on projects they have worked on?
5. Is any of this work to be subcontracted? If so, what are the abilities of the firm(s) to be subcontracted?

Based on questions #1 through #5 above, award points as follows:

21-35 points - Exceptional Experience

11-20 points - Average Experience

0-10 points - Minimal Experience

6. Has the company or key staff recently in the past 3 years done this type of work for the City, the State, or for local government?
 - a. If the work was acceptable, award ten **(10)** POINTS.
 - b. If the firm has not done this type of work, award zero **(0)** points.
 - c. If the work was unacceptable, deduct up to ten **(10)** points and note, in detail why.

7. Are there factors, such as unique abilities, which would make a noticeable (positive) impact on the project?
 - a. If the answer is yes, award from one **(1)** to ten **(10)** POINTS and note, in detail reasons.
 - b. If the answer is no, award zero **(0)** points.

B. Capability to Meet Time and Budget Requirements: = 45 points maximum

1. Does the level of key staffing and their percentage of involvement, the use of subcontractors (if any), office location, and/or information contained in the transmittal letter indicate that the firm will, or will not, meet time and budget requirements?
 - a. Specific consideration should be given to whether a firm's location is an important factor for the particular project and the firm's ability to meet time and budget requirements. Point weightings and assignments relative to office location will depend on the nature of the project, including the project's size (small, medium or large or a study), complexity (not just ability/knowledge of project-specific technical issues, but perhaps knowledge of the time to navigate local permitting procedures or knowledge of the local material availability and construction costs) and the level of on-site consultation required.
2. Has the firm met or had trouble meeting time and budget requirements on similar projects?
3. Have proof of insurability.
4. If time schedules are applicable, will they meet the City's goals and timelines?
5. Workload: past (5 years), current, and future.
6. Has the firm had a history of requesting change orders for work or extensions of time other than for unforeseen conditions or owner requested changes in scope?

This factor is designed to determine how busy a firm is by comparing all Florida work against Florida personnel.

C. Modification

Categories and points may be modified, upon approval by the Purchasing Buyer, based upon the request of the user department for projects or issues that are considered to be unusual or specialized, and which requires different factors or weights (points). Such a request must be submitted to the Purchasing Buyer in writing and must indicate the desired revisions, allowing sufficient time for approval prior to advertising or mailing of the request for proposal.

WRITTEN PROPOSAL EVALUATION

This stage considers information submitted in a written technical proposal outlining the firm's approach based on its understanding of the scope of work. Emphasis is placed on the firm's proposed approach to the project scope of work, rather than the qualifications, which are addressed in the Technical Qualifications Evaluation. A total of 100 points is obtainable. The Written Evaluation Form shall be completed in accordance with the following procedure:

Include narrative for each criteria scoring.

A. Understanding Of Project Scope of Work 30 points maximum

1. Did the proposal indicate a thorough understanding of the project scope of work?
2. Is the appropriate emphasis placed on the various work tasks?
3. Does the firm have experience with this type of project with a proven track record?

B. Project Approach = 30 points maximum

1. Did the firm develop a workable approach to the project?
2. Does the proposal specifically address the City's needs or is it "generic" in content?

C. Project Manager = 15 points maximum

1. Does the project manager have experience with projects comparable in size and scope?
2. Does the Project Manager have a stable job history? Has he/she been with the firm long, or have there been frequent job changes?

D. Project Team = 15 points maximum

1. Was a project team identified?
2. Is the team makeup appropriate for the project?
3. Do the team members have experience with comparable projects?
4. Are there any sub-contracted firms involved? Will this enhance the project team?

5. Are the hours assigned to the various team members for each task appropriate?

E. Project Schedule: = 5 points.

1. Is the proposed schedule reasonable based on quantity of personnel assigned to the project?
2. Are individual tasks staged properly and in proper sequence?

F. Proposal Organization = 5 points maximum

1. Was proposal organization per the ITN?
2. Was all required paperwork submitted?
3. Did the proposal contain an excessive amount of generic boilerplate, resumes, pages per resume, photographs, etc.?

G. Modification

Categories and points may be modified, upon approval by the Purchasing Buyer, based upon the request of the user department for projects or issues that are considered to be unusual or specialized, and which requires different factors or weights (points). Such a request must be submitted to the Purchasing Buyer in writing and must indicate the desired revisions, allowing sufficient time for approval prior to advertising or mailing of the request for proposal.

PRESENTATION/ INTERVIEW (ORALS)

This stage considers the presentation of the proposal made by each firm and the interview. A total of 100 points is obtainable. The Proposal Presentation/Interview Evaluation Form shall be completed in accordance with the following procedure:

Include narrative for each criteria scoring.

A. Understanding of Project Scope of Work = 40 points maximum

1. Did the presentation indicate a thorough understanding of the project Scope of Work? Is the appropriate emphasis placed on the various work tasks?
2. Was the presentation more specific to the City's project or a "generic" presentation?
3. Did the firm develop a workable approach to the project?

B. Responsiveness to Questions = 15 points maximum

1. Were questions answered directly or evasively?
2. Were answers to questions clear and concise or scrambled and verbose?

C. Project Team = 25 points maximum

1. Did the project team participate?
2. Was project team plan of action presented and how specifically did it address the project scope of work?
3. Was there participation from any subcontracted firms? What was the impact of their participation?

D. Project Manager = 20 points maximum

1. Does the project manager have experience with responsibility for projects of comparable size and scope? Did he/she have a good understanding of this project?
2. Was the project manager the presenter? How effectively did he/she communicate ideas and respond to questions?

E. Modification

Categories and points may be modified, upon approval by the Purchasing Buyer, based upon the request of the user department for projects or issues that are considered to be unusual or specialized, and which requires different factors or weights (points). Such a request must be submitted to the Purchasing Buyer in writing and must indicate the desired revisions, allowing sufficient time for approval prior to advertising or mailing of the request for proposal.

Note: Option 2 on evaluation sheets alters the point value for A, C & D for those projects where the Project Scope is better defined and requires less understanding and emphasizes the qualifications of Project Manager and Project Team.

Staff will specify which option is more appropriate to the specific ITN.

The Technical Qualifications Evaluation and Written Proposal Evaluation are used to rank the firms. The Presentation/Interview Evaluation stage will be used in conjunction with the Technical and Written Proposal Evaluation stages, if it is deemed necessary, in order to arrive at a recommended ranking of the firms. All requests to waive the presentation/interview evaluation stage must be submitted to the Purchasing Manager for approval, by completing the form entitled, "Request to Waive Presentation/Interview Evaluation". In the space provided on the form, included herein, the reason or justification for the request should be so stated. After consideration by the Purchasing Manager, staff will be notified of the resulting approval or disapproval. The recommended ranking shall be obtained by taking into account all prior phases and other factors as deemed appropriate.

PRICE

Price is not an evaluative factor in this solicitation, however, a price proposal is requested for budget purposes. The Price will not be submitted to the evaluation team for review, but may be addressed in the negotiation of an awarded contract.

FINAL RANKING FOR RECOMMENDATION

Staff shall submit their completed evaluation forms for final tabulation. Each staff's rankings will be entered as shown on the Proposal Evaluation Summary Form. Staff may enter into discussion at this time to discuss wide variances in scores on the technical and written evaluations. The information and analysis provided can result in staff changing individual scores and rankings. These rankings for each of the firms, as submitted by the staff evaluators, shall then be converted to the assigned point value corresponding to the position ranking. The firm with the highest total assigned points and values will be recommended as the top ranked firm, next highest will be recommended as the second ranked firm, the firm with the third highest number of total assigned points will be recommended as the third ranked firm and so on.

In the event the use of assigned point values results in equal or tied ratings, then ratings shall be determined by using total point values attained for each of the tied firms. In the event a tie still remains, references, past performance with the City, and City's "tie bids" section of the City's Purchasing Policy shall apply.

Upon completion of the final tabulated rankings, staff shall submit to the Purchasing Buyer each individual staff's ranking, the final tabulation and recommendation.

PROPOSAL EVALUATION SUMMARY RANKINGS

The Proposal Evaluation Summary Rankings Form is to be utilized by staff to develop the individual final ranking of the firms. The final ranking process is to take into consideration the following stages when used as part of the evaluation process: 1) Written Proposal, 2) Technical Qualifications, 3) Oral Presentation /Interview and 4) Other Factors, as deemed appropriate. In the event approval is granted by the Purchasing Manager to waive the oral presentations /interviews, final ranking shall be the sum of the technical qualifications, written proposal evaluations, and other factors, as deemed appropriate. If oral presentations are held Written Proposal Evaluations and Technical Qualifications rankings may be used to create a short list of firms to send on to oral presentations/interviews. Final ranking will then be the oral presentations/interviews and other factors as deemed appropriate by staff. Upon determining the ranking of the firms, assigned point values will be applied to each of the position rankings.

<u>POSITION RANKING</u>		<u>ASSIGNED POINTS</u>
First	(1)	6
Second	(2)	5
Third	(3)	4
Fourth	(4)	3
Fifth	(5)	2
Sixth	(6)	1

Staff will record the assigned points per firm based on each individual staff's rankings obtained from the Summary Ranking form.

The SBPP section will be marked with an "X" for those who are a qualified SBPP.

Local Businesses are assigned five (5)% of the technical and written and 5% of oral total points if applicable. Points are applied to the "low local" bid. This applies to **ALL** businesses within city boundaries who request a Local Preference.

When a purchase is anticipated to be greater than \$50,000, and the purchase is qualifications based, if the business enterprise has been certified as either a small or service-disabled veterans business it will be awarded an additional five (5)% of the technical and written total points and 5% of oral total points if applicable. However, a business enterprise may not be awarded points for being both small and service-disabled veterans' business enterprise. Points are applied to the "low small or service-disabled veteran" bid.

FORMS

**REQUEST TO WAIVE
PRESENTATION/INTERVIEW (ORAL) EVALUATION**

DATE: _____

TO: _____ Purchasing Manager

FROM: _____
Requesting Department

PROJECT TITLE: _____

ITN#: _____

REASON FOR REQUEST TO WAIVE ORAL PRESENTATION INTERVIEW:

SIGNED BY: _____
Department Director

APPROVED: _____
Purchasing Manager

DISAPPROVED: _____
Purchasing Manager

Date Approved/Disapproved _____

DATE COPY OF ACTION TAKEN ☐ / MAILED ☐ TO DEPARTMENT _____

MAILED TO ATTENTION: _____ BOX #: _____

**TECHNICAL PROPOSAL
QUALIFICATIONS EVALUATION**

PROJECT: _____

ITN #: _____

EVALUATOR: _____

DATE: _____

FIRM NAME: _____

TECHNICAL QUALIFICATIONS (100 PTS)	POINT VALUE	POINTS AWARDED	COMMENTS
o Ability	55		
o Capability of Meeting Time and Budget	45		
TOTAL	<div><div></div><div>100</div></div>	<div><div></div></div>	

WRITTEN PROPOSAL EVALUATION

PROJECT: _____

ITN #: _____

EVALUATOR: _____

DATE: _____

FIRM NAME: _____

WRITTEN PROPOSAL (100 PTS)	POINT VALUE	POINTS AWARDED	COMMENTS
o Project Understanding/Experience	30		
o Project Approach	30		
o Project Manager	15		
o Project Team	15		
o Project Schedule	5		
o Proposal Organization	5		
TOTAL	<hr/> 100	<hr/>	

PRICE

(WILL NOT BE EVALUATED FOR THIS SOLICITATION #CRAX-230050-GD)

PROJECT: _____

ITN #: _____

EVALUATOR: _____

DATE: _____

FIRM NAME: _____

PRICE PROPOSAL (100 PTS)	POINT VALUE	POINTS AWARDED	COMMENTS
o Price			Point percentage to be determined by the department
TOTAL	_____ _____	_____	

**PROPOSAL
PRESENTATION/INTERVIEW (ORAL) EVALUATION**

PROJECT: _____

ITN #: _____

EVALUATOR: _____

DATE: _____

FIRM NAME: _____

PRESENTATION/INTERVIEW (100 PTS)	POINT VALUE OPTION 1	POINT VALUE OPTION 2	POINTS AWARDED	COMMENTS
o Understanding of Project	40	30		
o Responsiveness to Questions	15	15		
o Project Team	25	30		
o Project Manager	20	25		
TOTAL	<u>100</u>	<u>100</u>		

PROPOSAL EVALUATION SUMMARY

PROJECT: _____

ITN #: _____

EVALUATOR: _____

DATE: _____

FIRM NAME: _____

FIRM NAMES	TECHNICAL QUALIFI CATIONS (0-100)	WRITTEN PROPOSAL (0-100)	PRICE (Not to be evaluated)	INTERVIEW (0-100)	POINT TOTAL	FINAL RANKING	ASSIGN POINTS

Local Preference 5%

**PROPOSAL EVALUATION
FINAL RANKING FOR RECOMMENDATION**

PROJECT: _____

ITN #: _____

EVALUATOR: _____

DATE: _____

FIRM NAMES	TOTAL POINTS	FINAL RANKING
1.		
2.		
3.		
4.		
5.		
6.		

**CITY OF GAINESVILLE PURCHASING DIVISION
PROFESSIONAL SERVICES EVALUATOR'S
DISCLOSURE STATEMENT**

This is to certify that, I, _____ as a staff evaluating proposals submitted in response to Invitation to Negotiate (ITN) # ~~GCRA-230050-GD~~, entitled **Historic Consulting Services for the Fifth Avenue/Pleasant Street Historic Heritage Trail**,

☐ have

☐ do not have

actual or potential conflicts of interest with any of the responsive proposers.

Should any conflict become known to me during the evaluation process, the information shall be reported to the Purchasing Manager and the Attorney's Office for review and determination regarding my status as an evaluator in this process.

Signed: _____

Date: _____

Print Name: _____ (*Evaluator #1*)

Title: _____

PART 11 – NO RESPONSE SURVEY

ITN #: GCRA-230050-GD
DUE DATE: June 16, 2023@ 3:00 pm EDT
ITN TITLE: Historic Consulting Services for the Fifth Avenue/Pleasant Street Historic Heritage Trail

IF YOU DO NOT BID

If you choose to not bid, please complete this form, and either upload it into DemandStar.com or email to the procurement specialist. Your reply will assist the City in developing future solicitations, your reply will remain anonymous and will be aggregated into a spreadsheet for analysis purposes only.

Check the appropriate reasons and provide additional information that may help the City develop future solicitations.

_____	The solicitation time-frame was too short
_____	My company did not learn of this solicitation until it was too late to develop a reply
_____	My company's work load did not allow time to develop a submittal
_____	If awarded, my company's work load could not support this project
_____	Specifications were not clear
_____	My company does not handle this type of work
_____	My company does not submit replies to Municipalities
_____	Have experienced delays in payments from Government agencies in the past
_____	Is there anything the City could have done differently in the solicitation package to prompt your company to submit a proposal? Explain: _____
_____	If the City were to rebid this solicitation, would your company be interested in responding?
_____	Please provide any additional information regarding this solicitation that may help us develop our next steps in fulfilling the City's needs for this project. _____

Respondent Company Name: _____

Contact Person: _____

Email Address: _____

Is your company a certified City of Gainesville small business? ☐ YES ☐ NO

Is your company a certified City of Gainesville service-disabled veteran business? ☐ YES ☐ NO