



ITN#: GCRA-230050-GD

HISTORIC CONSULTING SERVICES FOR THE FIFTH AVENUE/PLEASANT STREET HISTORIC HERITAGE TRAIL

COMPANY: DIX HOLDINGS, LLC
DBA: ARCHIVAL AND HISTORICAL RESEARCH ASSOCIATES (AHRA)

ORAL PRESENTATION DATE: Tuesday, July 11, 2023, 4:00pm EDT

Join Zoom Meeting:

<https://us06web.zoom.us/j/7769614233?pwd=QVZSV2pnaDZITzRmVEt1OFNiQlBrUT09>

This solicitation remains in the CONE OF SILENCE until the Recommendation of Award has been posted for five days allowing for award protests, AND the City Commission has approved the recommendation of award. Please direct all questions to dykemangb@gainesvillefl.gov.

In preparation for your oral presentation, please include a response to each of the questions below:

1. Please provide a brief bio of your company.
2. As described in your proposal, AHRA was registered in 2009; why is it still considered a startup business?
3. Regarding community engagement – The Heritage Trail project has been ongoing for over a decade. In many aspects, the community has lost hope and faith that this project will ever come to fruition. New construction has replaced many structures, and gentrification has become the word of the day.
 - a. Discuss your plan to reengage the community.
 - b. How would "not previously engaged stakeholders" be identified and attracted to the project? What qualities would you look for in a stakeholder?
4. The ITN document provided a brief description of the SMEs' role in this project. What other characteristics would you look for in the individual?
5. As you have seen from reviewing the information provided with the ITN solicitation, many points of interest (POIs) not all-inclusive have been identified, and in some instances, some historical background has been gathered. Yet, others have limited or no history. How would you and your team research and validate new and already gathered history?
6. Section 2.2 – Scope of Work – paragraph (b) – Task Two – Community Engagement: "Identify members of the community to serve as SMEs to join the Project Team and help lead the project...." Are the proposed interns in addition to, or in place of, the SMEs, as described in the ITN?
7. AHRA's proposal states that two of its team members reside in Gainesville. While your role is clearly defined in the proposal, what exactly would be Mr. Courtney's and Ms. Goodloe's respective roles in the project?
8. As stated in the ITN, in addition to the history gathering and validation, this project has other components. Please expand on how your company would work with the GCRA and its suppliers

on the signage and decorative elements of the trail to ensure quality production, fluidity, and installation.

9. Regarding No. 8 above, and throughout this project, it will be necessary to work with other City departments. How would you effectively establish a working relationship with the various departments?
10. As described in the ITN, the selected vendor will be required to produce a post-completion plan for this portion of the Heritage Trail project, including recommendations for continued maintenance and operation. How would you envision the structure and implementation of this post-completion plan?
11. Please elaborate on the Heritage Trail projects you have worked on in the past. Provide detail on involvement.
12. Please provide a breakdown of the timeline and assignments:
 - a. Project Manager: How many hours per month over the 3 years and what task is assigned throughout the project timeline
 - b. The assistants are only scheduled for 100 hours per year (2.5 weeks per year), how will their hours be assigned by task for those periods of time?
 - c. What milestones will your firm accomplish over the 3 year period?
13. What are the tangible deliverables you will be providing the City and when? (Reports, findings from community workshops, narratives for layouts for signage, multimedia component suggestions, etc.)

CITY OF _____ FINANCIAL SERVICES GAINESVILLE PROCEDURES MANUAL

41-524 Prohibition of Lobbying in Procurement Matters

Except as expressly set forth in Resolution 170116, Section 9, during the Cone of Silence as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees, except the Procurement Division or the procurement designated staff contact person. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Cone of Silence period means the period between the issue date which allows for immediate submittals to the City of Gainesville Procurement Division in response to an invitation to bid, or a request for proposal, or qualifications, or information, or an invitation to negotiate, as applicable, and the time that City Officials or the Procurement Division, or City Department awards the contract.

Lobbying means when a person seeks to influence or attempt to influence City Officials or employees with respect to a decision of the City, except as authorized by procurement procedures.