



**Financial Services
Procurement Division**
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**NOTICE OF INTENT TO PURCHASE
SOLE/SINGLE SOURCE SERVICES**

The services listed below or on the attached pages are believed to be of a unique or proprietary nature and therefore only available from one source.

Posting Start Date/Time	Product/Service	Source of Supply	Posting End Date/Time
4/15/2024 2:00pm EDT	Ambassador Program	Block by Block	4/22/2024 3:00pm EDT

The description below is intended to provide information pertinent to the services the City intends to accept as a sole source. This notice will remain posted for a period of five (5) business days.

If you believe your company has a “like” service to offer, please upload descriptive literature and detailed technical specifications to Demandstar by the Posting End Date and Time.

Responses to this notice will be used to determine whether similar services are available from other sources and shall be considered for the purpose of determining whether to conduct a competitive procurement. If the City of Gainesville, Procurement Division, does not receive “like” service information during this posting period, a purchase order shall be issued to the listed vendor.

Deadline

The deadline for receipt of descriptive literature and detailed technical specification is the Posting End Date/Time indicated above. Information received after this date/time will not be considered.

Summary of Requested Services for the “Downtown Gainesville Ambassador Program”

The “Downtown Gainesville Ambassador Program” is seeking a company to provide a variety of functions for Downtown Gainesville including safe and clean services, houseless outreach, visitor information, parking monitoring and other services described below. The Program will be operational seven days a week within the geographic area of Downtown described in Exhibit 1 below:

1. Ensuring hospitality to the public by providing directions, disseminating information, recommending events and locales, and other assistance as needed;
2. Assisting those experiencing homelessness with information on obtaining immediate critical social services, such as shelter, identification and counseling services, as well as direct interactions by handing out information and needed supplies;

3. Coordinate with public safety resources to ensure the wellbeing of all neighbors, citizens, and guests. This includes the provision of safety escorts (as staffing allows) within the designated DT service area.
4. Support compliance with Downtown Gainesville's "Arts, Culture and Entertainment District" that allows open consumption of alcohol on public rights-of-way in specified areas of downtown by informing patrons when they have moved beyond its boundaries. Note: the City already has ambassadors for Depot Park south of Depot Avenue and this area will not be located within the contract service area. (see Exhibit 2);
5. Contacting the "Public Works Downtown" detail with any beautification needs in the public right of way within its prescribed area of operation, including removal of trash, graffiti and handbills within the public rights-of-way (see Exhibit 3);
6. Coordinate with the City's parking division to ensure compliance with downtown parking regulations by notifying them of expired meters and vehicles violating time limits on free parking;
7. Assisting businesses and residents with questions or concerns about the area;
8. Conducting visitor and business surveys on a periodic basis as requested by the City; and
9. Providing special event safety and information.

Exhibit 1
Proposed Downtown Service Area for Ambassador Program

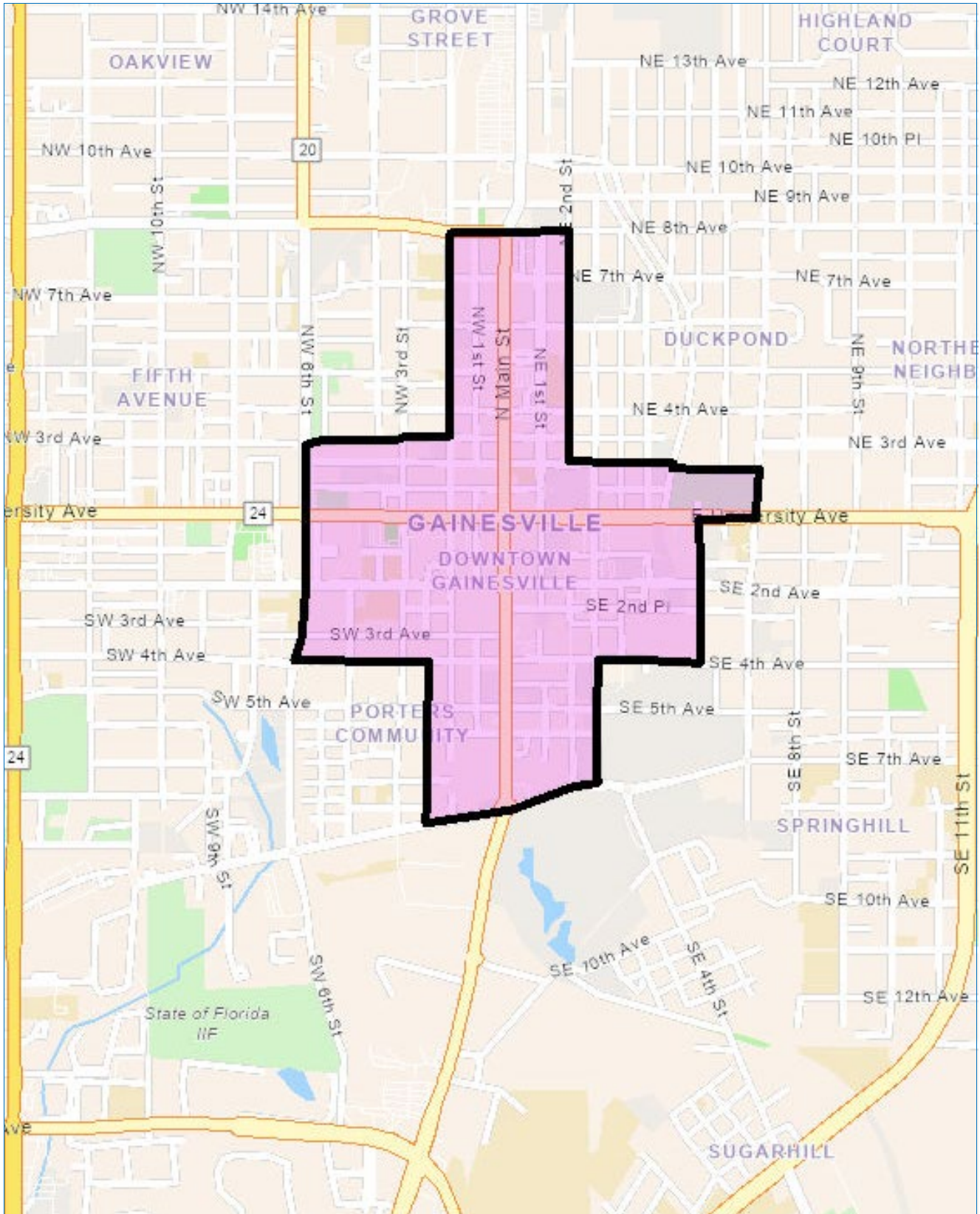


Exhibit 2
Downtown Gainesville “Arts, Culture and Entertainment District”

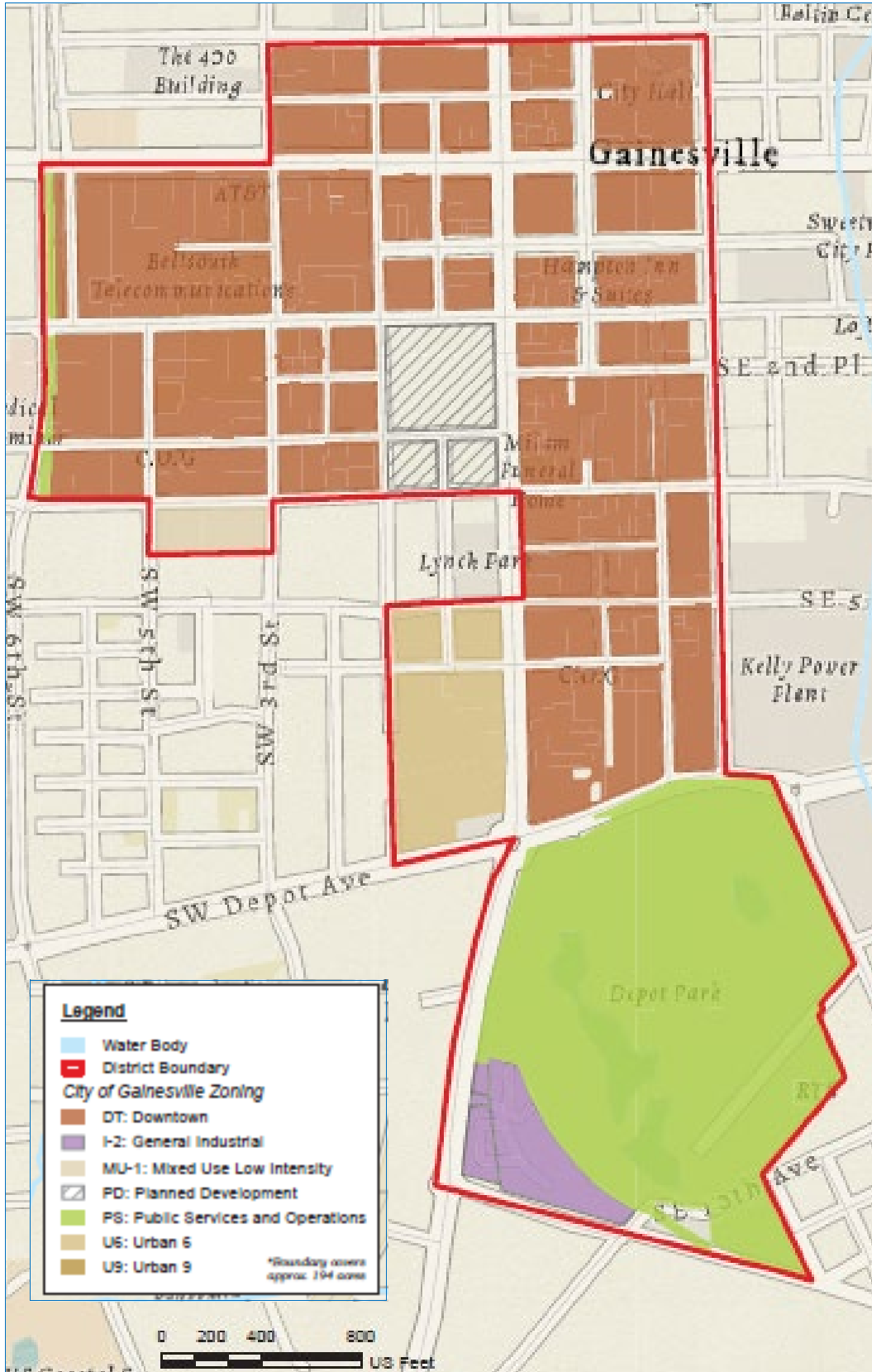


Exhibit 3
"Public Works Downtown Detail Service Area"

