

City of San Antonio

SUBJECT: Request for Proposal (RFP) for La Villita-Retail Shops, Galleries & Working Artist Galleries (**RFP 015-056**), Scheduled to Open: **August 7, 2015**; Date of Issue: **June 7, 2015**

FROM: Denise D. Gallegos, C.P.M., CPPB
Procurement Administrator

DATE: July 21, 2015

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. IV- TO THE ABOVE REFERENCED
REQUEST FOR PROPOSALS**

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, RESTRICTIONS ON COMMUNICATIONS:

Question 1: If you are awarded a space, does the City help with the build out inside the space if it is necessary?

Response: No, Tenant will assume the building using "As is" condition and is responsible for all interior work to the lease space.

The City is responsible for maintenance of the building exterior and specific item outlined in the attached draft lease (RFP Exhibit 11). The tenant is responsible for the maintenance of the interior of the building to include but not limited to furniture, fixtures, equipment, non-permanent and permanent or improvements.

As per RFP Attachment B, Price Schedule, the City will provide 80% abatement for approved capital improvements as proposed in the respondent's submittal.

A Capital Improvement is defined as "*a permanent structural and/or physical improvement or the restoration of some aspect of a property that will either enhance the property's overall value or increases its useful life.*"

All improvements, including signage are subject to approval.

Question 2: If you are awarded a space, does the City have set hours/days of week and penalties if you do not open?

Response: The hours of operation are 10:00 a.m. to 6:00 p.m. daily. There are penalties and fees that will be fined for tenants who do not adhere to these hours.

Question 3: Is the City flexible on the percentage of art created in house if I wanted to apply for a working artist studio or a gallery? Some of my pieces may be too messy to complete in a gallery so I would rather finish my art elsewhere.

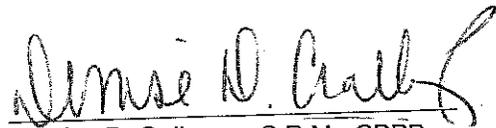
Response: All proposals must adhere to the category descriptions identified on page 6 and 7 of the RFP.

Question 4: Does the City have ideas or plans for the parking issues to attract locals?

Response: The City's City Center Development and Operations Department is responsible for parking management and development. DCCD has been in conversations with them regarding the desire for additional available parking; however there are no concrete plans available at this time.

Question 5: How open is the city on amending individual contracts to best suit individual needs? Or are all contracts the same across the board? For example: the term of the lease is 5 years. For some, because this area is new to this new development and under area construction, 5 years is too risky. Could a trial year be applied, if the city deems the applicant worthwhile?

Response: If a respondent is recommended for selection and requests an initial term less than five years, the City may consider such an amendment. All other terms and stipulations of the lease are standard language.



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