



# CITY OF SAN ANTONIO

P.O. Box 839966  
San Antonio, Texas 78283-3966

## ADDENDUM II

SUBJECT: Request for Proposals for Operation of a Retail Establishment in Farmer's Market Plaza, (RFP #2013-012, 6100002255), Scheduled to Open: January 18, 2013; Date of Issue: November 27, 2012

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

DATE: January 10, 2013

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

### **QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 007, PRE-SUBMITTAL CONFERENCE:**

On January 8, 2013 the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Operation of a Retail Establishment in Farmer's Market Plaza. Below is a list of questions that were asked at the pre-submittal conference. The City's official response to questions asked is as follows:

Question 1: Does a vendor need to have insurance before the contract is awarded or before our proposal is accepted?

Response: As part of the RFP process, Respondents must submit a letter from an insurance provider stating the provider's commitment to insure the respondent for the types of coverage and at the levels specified in the RFP. If awarded, the Respondent must show proof of coverage.

Question 2: Regarding the questions contained in the proposal, are those the only questions that Respondents need to provide answers for? Or are there more? Something was mentioned regarding specifications, and the way our proposal should be written, can you give me a reference of a person that has submitted similar written documents such as these?

Response: Respondents should answer the questions posed in the RFP in a clear, concise manner. Respondents may provide additional information, but it is not necessary.

Question 3: If an illness occurs and for some reason we cannot continue with the contract, what happens in such cases?

Response: As stated in Attachment F, City of San Antonio Sample Lease Agreement, Tenant may cancel lease agreement with a 30 day written notice.

Question 4: Is there a fine to terminate the lease contract?

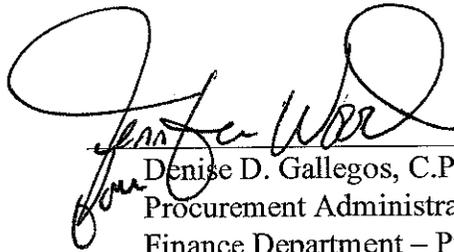
Response: As stated in Attachment F, City of San Antonio Sample Lease Agreement, Tenant must provide 30 day written notice to cancel lease agreement and must pay rent and utilities for the 30 day period. No additional fine will be assessed.

Question 5: Besides answering the questions in Attachment A, do we need to answer any additional questions, or provide additional details, aside from the responses for the questions in that section?

Response: Respondents should answer the questions posed in the RFP in a clear, concise manner. Respondents may provide additional information, but it is not necessary.

Question 6: I use to have a store in Boerne and left that location in very good terms, however, I have bad credit with credit cards; will that adversely affect me?

Response: The credit score is one factor which will be reviewed in the evaluation process. Poor credit scores may adversely affect the overall evaluation.



Denise D. Gallegos, C.P.M., CPPB  
Procurement Administrator  
Finance Department – Purchasing Division

Date \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip Code \_\_\_\_\_

Signature