

City of San Antonio

SUBJECT: Request for Proposal (RFP) for La Villita – Retail Shops, Galleries & Working Artist Galleries, (RFP 014-043, RFX# 6100004716), Scheduled to Open: **October 10, 2014**; Date of Issue: **July 09, 2014**

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

DATE: August 20, 2014

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

**A. QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, RESTRICTIONS OF
COMMUNICATION:**

Question 1: There was a lot of discussion on what the required operating hours would be for the new La Villita. Can you tell me will it be 7 days a week? Will there be extended summer hours until 9:00 p.m.?

Response: Minimum operating hours requirements will continue to be seven (7) days a week from 10: AM to 6: PM. The City will include additional requirements for hours for special events and/or activities including monthly gallery openings, etc. These hours will be included in a future RFP addendum before the end of August.

Question 2: Based upon language in the La Villita RFP, use of peg board to display art in galleries is prohibited in future leases. Is this correct?

Response: Yes, the La Villita RFP prohibits use of peg board to display art in galleries in order to promote consistent standards of display. As noted in the RFP document, one of the findings of the 2008 La Villita Retail Management Study related to merchandising, which according to the report: *"retail merchandising is inconsistent and varies from mediocre to excellent."*

The City's desired result from the RFP is that Galleries and Working Artist Studio Galleries operate using professional display standards utilized by professional art galleries. The City will not suggest the preference since there are various professional options available.

Question 3: If a Respondent wants to apply for more than one building, do they have to submit more than one proposal?

Response: The RFP limits applicants to submit proposals for no more than 2 categories (Gallery, Working Artist Studio Gallery and the Retail Shop).

Question 4: The space currently occupied by Scentchips is 21A & 21B. Those buildings have always been together and in fact have an open walkway between them. We are indeed planning

on submitting an RFP for our space. We are currently working artist and retail. It seems as though they are splitting our space up but both are up for working artist. Is it possible to fill out 1 RFP for retail and working artist? I have gone through this process before and am aware of the immense amount of time that will go into it. I know the proposal states you can request more than one building, but I am inquiring if they can be in the same proposal? It seems that would make the most sense since 95% of the information is company related, with only a small portion going to exactly what we will be carrying. On the sheets where you have to describe what you will be carrying/making I could do one for each - artist and retail.

Response: An applicant may only submit a single proposal in each category. Each proposal must be submitted separately. If an applicant plans to submit a proposal in response to the Working Artist Studio Gallery, they must do so in a single proposal for one of the nine (9) spaces allocated as such. If an applicant plans to submit a separate proposal for a retail space, they must do so in a single proposal for one of the five (5) spaces allocated for such use. A single proposal may NOT be submitted for two categories.

Question 5a: Regarding the Working Artist Evaluation Committee, why does the evaluation committee for Working Artists list several persons of different backgrounds, but does not include any successful local, regional or national working artists?

Response: All evaluation panelists were selected based upon their knowledge, expertise, and background in related areas. The Working Artist Studio Gallery Evaluation Panel includes a diverse group of individuals with deep knowledge of the subject matter, including a number of panelists who are working artists.

Question 5b: Why does the evaluation panel for Working Artists include a person (Kersey), who is closing her business storefront after such a short existence in such a prime location downtown on Broadway?

Response: Ms. Kersey has a long background and deep history as a working artist in San Antonio and the region. She has completed Public Art projects for the City of San Antonio and has operated various studios which provides her innate insight and deep knowledge of the subject matter.

Question 5c: Why does the evaluation panel for Working Artists include two persons (Owen and Kersey) who do not operate Working Artist Studios, and both are from The Southwest School of Art?

Response: All evaluation panels were selected based upon their knowledge, expertise, and background in related areas. Both Ms. Kersey and Ms. Owens are also working artists with a deep knowledge of the subject matter.

Question 5d: Does the evaluation committee for Working Artists review the application of a person who is an instructor, or is in any way involved with The Southwest School of Art?

Response: The City of San Antonio Ethics Code has conflict of interest standards. DCCD will work with the Purchasing Division to ensure that there are no conflicts of interest between the panelists and the proposals they review. Paula Owen is the President at The Southwest School of Art. If there is a conflict, evaluation members will be removed from the panel. We don't anticipate that there will be any conflict of interests.

Question 5e: Why is a person (Swain) included on the panel who is a City employee who is not a Working Artist and does not operate a Working Artist Studio?

Response: Ms. Swain has worked in various areas that include private retail operations and in a

non-profit museum. She has also served as an Assistant Director of City departments that managed La Villita and other cultural and retail facilities, and City departments that are developing retail studies for downtown. She possessed experience and background which gives her a deep knowledge of the subject matter.

Question 5f: What qualifications does a person (Hinton) have to have to be included on the committee, listed as "Cultural Arts Board Member" without listing what board and who is not listed as a member of the Board of San Anto Cultural Arts, a community Youth Program?

Response: Ms. Hinton has a long history serving on various San Antonio boards and commissions. She has served on the Cultural Arts Board (CAB) for over four (4) years. She possessed experience and background which gives her a deep knowledge of the subject matter.

Question 6a: Regarding the Retail Shop evaluation committee, why does the gallery evaluation committee include a person (Padron), who is a City employee and does not operate a gallery and what experience and background qualifies Padron to be included?

Response: Mr. Padron has an education and background as a practicing artist, curator, and arts administrator at a local, regional, and national level. He is a practicing artist and has served on as an executive in national and state membership organizations, including Americans for the Arts and Texans for the Arts. Mr. Padron has served on review panels for the National Endowment for the Arts (NEA) and the Texas Commission on the Arts (TCA). His experience and background provides him a deep knowledge of the subject matter.

Question 6b: Why does the gallery evaluation committee include a person (Lisa Ortiz, Gallerist) without specifying the business name and is this the same person who operates Galeria Ortiz in New York and in San Antonio on McCullough, which is credited on the internet as having sales in excess of a million dollars annually, and if so, why does the Gallery evaluation committee not include a small local Gallery operator represented on the committee?

Response: Ms. Ortiz owns the galleries in Market Square and on McCullough Avenue in San Antonio, and is currently an independent arts consultant. She possesses experience and background which gives her a deep knowledge of the subject matter.

Question 6c: Why does the Gallery evaluation committee include a person (Hinojosa) who does not operate a gallery, but is a Director of Say Si, an organization which teaches art to youths?

Response: Mr. Hinojosa operates and manages all gallery programs at Say Si, a local non-profit is nationally celebrated and recognized by the Rockefeller Foundation. He is also a working artist. He possesses experience and background which gives him an innate insight into and deep knowledge of the subject matter.

Question 6d: Why does the Gallery evaluation committee include a person (Heathcott) who does not operate a gallery, but is a Museum Director?

Response: Ms. Heathcott has previous experience managing the Art Pace galleries and has served as Interim Director of that organization prior to becoming Director of the Blue Star Museum. She is responsible for managing all gallery operations for the Blue Star Museum. She has extensive experience working directly with artists at both institutions. She possesses experience and background which gives her an innate insight into and deep knowledge of the subject matter.

Question 7a: Regarding the Gallery Evaluation Committee, why does the Gallery evaluation committee include a person (Padron), who is a City employee and does not operate a gallery and what experience and background qualifies Padron to be included?

Response: See response to Question 6A.

Question 7b: Why does the Gallery evaluation committee include a person (Lisa Ortiz, Gallerist) without specifying the business name and is this the same person who operates Galeria Ortiz in New York and in San Antonio on McCullough, which is credited on the internet as having sales in excess of a million dollars annually, and if so, why does the Gallery evaluation committee not include a small local gallery operator represented on the committee?

Response: See response to Question 6B.

Question 7c: Why does the Gallery evaluation committee include a person (Hinojosa) who does not operate a gallery, but is a Director of Say Si, an organization which teaches art to youths?

Response: See response to Question 6C.

Question 7d: Why does the Gallery evaluation committee include a person (Heathcott) who does not operate a gallery, but is a Museum Director?

Response: See response to Question 6D.

Question 8a: Page 38 of the RFP, Provide 3 References, as husband and wife, we have had a contract with the city for twelve years to operate a business in La Villita, so there are no persons outside of the immediate family who is either knowledgeable about or familiar with the day-to-day management of the contractual obligations of the business. Can I list someone who is NOT "familiar with" how well we manage the business, but will give a glowing reference about what nice, culturally diverse people we are?

Response: The City cannot recommend who you should include as references; however, a reference should have knowledge of your work history and background.

Question 8b: Can I list the City of San Antonio, with whom I have a current lease agreement contract, and if so, whom do I list as the contact person?

Response: Yes; however, we cannot recommend who you list.

Question 8c: Whom else do I include if I don't have three references that do not meet your criteria?

Response: See response to Question 8A.

Question 9: Page 39 of the RFP, Attachment A, Part Two, Category C, Retail Shops, 1a. Include a resume.....what is a "CV"?

Response: According to Purdue Online Source: A curriculum vitae (CV) is an overview of an individual's life's accomplishments, most specifically those that are relevant to the academic realm. It is often used exclusively when pursuing an academic job and it is a living document that reflects the developments in a scholar's career.

How is a CV different from a resume? The most noticeable difference between most CVs and most resumes is the length. Entry level resumes are usually limited to a page. CVs, however, often run to three or more pages. (Remember, however, that length is not the determinant of a successful CV. You should try to present all the relevant information that you possibly can, but you should also try to present it in as concise a manner as possible.) A more subtle but equally important distinction is

that whereas the goal of a resume is to construct a professional identity, the goal of a CV is quite specifically to construct a scholarly identity.

Question 10a: Page 43 of the RFP, Category c: Retail Shops, 9. The City of San Antonio will work with individual tenants and the La Villita Tenants Association to plan and implement monthly programming to activate La Villita. What is to be provided in the proposal by the respondent?

Response: Nothing is required to be submitted in the proposal by the respondent in regard to this statement. The statement: "The City of San Antonio will work with individual tenants and the La Villita Tenants Association to plan and implement monthly programming to activate La Villita." was included to inform respondents that monthly programming would be planned and participation was required by tenants and would be included in lease agreement.

Question 10b: Why is this listed as something which is to be provided?

Response: It is included as a statement of fact to make respondents aware of this effort.

Question 10c: Is La Villita something which is lifeless and dead, so that it takes monthly action by the tenant and the City to "activate" it?

Response: Cultural facilities such as La Villita benefit from a partnership between tenants and landlord to enhance programming within their footprint. These efforts bring additional visitors, both local San Antonians and visitors from other cities, states, and countries.

Question 11a: Page 45 of the RFP, RFP Attachment B, Price Schedule, Category C: Retail Shops 2, provide estimated costs for proposed physical improvements to the space.....does "physical improvements" mean bringing the building into code compliance?

Response: "Physical improvements" refers to the interior capital improvements necessary to achieve the new standards for gallery, working artist studio, and retail shop operations. All of the buildings at La Villita have been inspected and have certificates of occupancy.

Question 11b: Is it the responsibility of the City to make some or all of the modifications necessary to the interior and exterior to assure the building is in compliance with all building codes PRIOR to taking possession of the space? If not, will the City agree in writing to make these required modifications within a specified time period AFTER taking possession?

Response: The current lease agreement terms state that tenants are responsible for all interior spaces, including improvements. This is standard practice in retail leases. The new leases will include the same requirements. The City understands that improvements will not be completed overnight. Negotiated leases will include specific details about the amount of time allowed to complete the capital improvements.

Question 11c: Will the City clean the space after the existing tenant vacates, before new tenant taking possession?

Response: Current leases expire July 1, 2015; and those tenants who leave will be required to remove all items from the lease premises. City will remove any items that remain in the lease premises after August 1, 2015. New tenants will accept the spaces "as is" and will have to clean and paint the interior as part of their remodeling and renovation of the interior space.

Question 11d: Will the City paint the walls, ceiling, floors or woodwork after the existing tenant vacates, before new tenant taking possession?

Response: See response to question 11C.

Question 12: Why would a well established artist, considering the low volume of foot traffic, the crumbling infrastructure of buildings requiring substantial investment in interior repair as well as the destruction of Alamo Street and the ensuing foot traffic barriers, dirt, and machinery noise during the construction period, want to apply for a building in La Villita?

Response: La Villita provides an excellent opportunity for artists, gallery operators, and creative individuals to build a successful retail business. It is incumbent on perspective respondents to complete their own due diligence in assessing the business opportunity and determine if they will submit a proposal.

Question 13: Does a person who has a checkered history of behavior in La Villita qualify to submit an RFP in any category and be selected and contracted to be a leaseholder?

Response: All proposals will be reviewed and considered. The RFP includes standard stipulations regarding Debarment and Suspension Information; specifically related to whether the respondent or any of its principals has been debarred or suspended from contracting with any public entity. Additionally, the RFP requests information on bankruptcy, previous contracts, and disciplinary actions by a regulatory agency. In a future RFP Addendum, staff will include information regarding criminal background checks.

Question 14: There a number of deficiencies noted on most of the buildings – is the successful bidder responsible for correcting each one of the interior problems before they are allowed to open for business – for example, bringing the lease space up to code with GFCI plugs, fixing leaks in plumbing?

Response: All of the buildings at La Villita have been inspected and have certificates of occupancy. New tenants will accept the spaces "as is" and any repairs that need to be made to the interior space will need to be made by the selected tenant.

Question 15: How can a successful bidder know the full extent of any repairs that the City will require and the total cost of these repairs before undertaking the effort of preparing the RFP? As you know, when attempting to repair some as simple as a GFCI plug, an electrician may come out and inspect the outlet plugs and find that the electrical wire may not be adequate, the panel box may be too small and entire structure may have to be completely rewired.

Response: It is incumbent on perspective respondents to complete their own due diligence in assessing the building conditions. The City will work with potential respondents to evaluate all conditions. Interior electrical repairs for wiring and outlets must be completed by new tenants; however, if new work requires additional work to the electrical boxes, that work will be completed by the City.

Question 16: Who is responsible for deficiencies noted on the outside of the buildings – for example, the roofs, cracks in the outer walls, paintings the porches, etc? Again, once you start fixing cracks, you may find that the foundation is not level, maybe water is leaking into the building and the roof needs repair etc.etc.

Response: Exterior repairs are the City's responsibility. When provided notice, staff will assess the situation, determine the needs, and will complete work based upon availability of funds.

Question 17: What changes are being made to the current lease (as an example) that will impact the current tenant/successful bidder? Can you provide a copy of the lease before the close of the RFP so we can take these under consideration – for example hours of operation, penalty fine

schedule for various lease infractions, etc. Scope of City interference into the day-to-day operations of a small business in La Villita?

Response: The new leases will include language on hours of operation as stated in the response to Question 1 above. The standard new lease will be included in a future RFP Addendum as stated in the same response. The new leases will include fees to be assessed for tenants in violation of certain lease terms, including hours of operation.

Question 18: Please explain under the SBE – Prime Contract Program how up to 20 points can be awarded and provide an example so that I can understand what you are talking about.

Response: The SBEDA portion of this RFP provides for 20 evaluation preference points for certified Small Business Enterprises if they respond as the prime entity and meet the SBEDA eligibility criteria.

Question 19: Please explain how I can provide information under the Local Preference Ordinance of up to 10 points and 5 points?

Response: Effective May 1, 2013, the Local Preference Ordinance was implemented to allow granting of preferences in certain discretionary contract solicitations to local businesses or businesses with knowledge of, and/or experience working with, local conditions where appropriate. The program is not a requirement for proposal consideration; however, all respondents are asked to complete and submit RFP Attachment F, Local Preference Identification Form with the proposal response. You may receive 10 points if your local business is headquartered within the incorporated City limits. Headquartered is defined as the place where an entity's officers direct, control and coordinate its activities. You may receive 5 points if you have an established place of business for at least one (1) year in the incorporated limits of the City from which at least 100 of its employees OR at least 20% of its total full time, part-time and contract employees are regularly based AND from which a substantial role in the business's performance of a commercially useful function or a substantial part of its operations is conducted by those employees.

Question 20: How does the RFP Exhibit 1 Small Business Economic Development Advocacy Program apply to this RFP? I do not understand all the narrative and how this applies to the RFP.

Response: RFP Exhibit 1 communicates the provisions associated with the City's SBEDA Program. The SBEDA portion of this RFP provides for 20 evaluation preference points for certified Small Business Enterprises if they respond as the prime entity and meet the SBEDA eligibility criteria. This term references any commercially useful subcontracting or supplier opportunities respondents anticipate in the performance of this contract.

Question 21: How does this RFP Exhibit 2 Local Preference Program Ordinance apply to this RFP – I do not understand what information you are trying to get.

Response: See Response to Question 19

Question 22: Please explain under Exhibit 4 Insurance Requirements all the references to "workers Comp" liabilities for outside parties?

Response: Workers' Compensation does not apply to liability to third parties, but applies to the liability an employer may have for a work related injury or illness to an employee. The City requires vendors who have employees to carry such coverage with statutory limits of liability and provide the City a waiver of the right to subrogation on the policy.

Question 23: After submitting an RFP as Retail for my existing location, will summarily be rejected because, under the arbitrary changes made by the DCCD (which I think was done to drive current tenants from their business locations), I don't meet the new building usage requirements, even though I am already retailing my own projects?

Response: The RFP stipulates the allowable uses for each building. If a response is submitted for a building which does not follow these parameters, it will be deemed nonresponsive and excluded from review. After the RFP process has been completed, if there are spaces/buildings for which new tenants are not selected, the City may, at its discretion, enter in discussions with individuals or businesses for occupancy.

Question 24: What was the rationale and the determining factors behind the designation of my very small building, where I have been for 12 years, to retail?

Response: Use changes were based upon recommendations from previous studies and in consultation with partner departments. The use changes allow for 2 new restaurants and 4 new working artist studios. The changes also provide opportunities to create special nodes that enhance the activities between exterior spaces between shops.

Question 25: While this is all playing out, can I begin selling "Home Goods" and other related retail items to prove to the City that I am capable of making such a tremendous transition from Working Artist selling my own products to retail store operator?

Response: No, current leases include clauses that stipulate the type of goods allowed to be sold.

Question 26: Although I am required by my La Villita lease agreement to make 80% of my product mix, is it patently unfair that I not be given an opportunity to demonstrate my acumen as a retailer of "Home Goods and other related products"?

Response: See response to Question 25

Question 27: What are specific examples of "Home Goods", so I will know what to buy for resale?

Response: Page 6 of the La Villita RFP document includes the definition of a retail shop: "A retail business sells well designed goods, products, and items, that may include, but not be limited to clothing, apparel, and accessories for men, women, children, babies, and pets and/or well designed items for the home and garden."

Further, page 43 of the La Villita RFP document includes questions that respondents must answer, and which will be rated by the evaluation committee. These include: "Provide a vision statement for the Retail Shop. Define the type of products that will be available for purchase in the Retail Shop, including images of the products to be sold. Describe how the products to be sold reflect and celebrate the authentic nature of San Antonio's history and culture."

The City will not recommend what type of items respondents should sell. It is incumbent on perspective respondents to complete their own due diligence on the San Antonio retail market and to determine which items to sell.

Question 28: If a person applies who now operates or has operated a retail store in RiverCenter Mall, will the person on the evaluation committee, who is the Mall Leasing Manager, participate in the review and have a vote on the awarding of points and acceptability of their proposal?

Response: See response to Question 5D.

Question 29: Is it true that the whole La Villita proposal preparation process is tainted, evidenced by the removal of Ms. Mendoza as Facilities Coordinator and Mr. Guajardo as the Special Projects person in charge of La Villita Operations and primary creator of the proposal?

Response: No.

Question 30: Will the new tenants be advised about the ongoing rat problem in La Villita?

Response: The City has annual contracts in place for pest control services. Perspective respondents shall complete their own due diligence in assessing the building conditions.

Question 31: If the answers during the meeting will only be "tentative", will we have to wait until after the deadline of 2 p.m. on September 17 to find out the answers to those questions which have been submitted?

Response: No. Addendums will be created periodically throughout the solicitation period and will be posted to the City's website at www.sanantonio.gov.

Question 32: Does the evaluation committee for Working Artists review the application of a person who is or has been in any way involved with The Southwest School of Art?

Response: See response to Question 5D.

Question 33: What City employees will be involved in reviewing these questions, other than you?

Response: The Finance Department, Purchasing Division staff coordinates with client departments to review and respond to questions posed during the solicitation process.

Question 34: Will additional City staff be assigned to assist you to research and answer these questions?

Response: Please see response to Question 33.

Question 35: Will restaurant applicants be advised prior to their submission, that the day-in and day-out foot traffic does not meet the potential needed to support their high volume traffic requirements?

Response: This question is not applicable to the Retail, Gallery, Working Artist Studio Gallery RFP.

Question 36: Before the time for submission is closed, will restaurant applicants be advised of the itinerant temporary food vendors brought in by the promoters during high attendance events?

Response: This question is not applicable to the Retail, Gallery, Working Artist Studio Gallery RFP.

Question 37: Will applicants be advised, before submitting, that the City books event promoters who are allowed to encourage tawdry behavior by performers, the passing out of condoms and music so loud it rattles windows in the buildings?

Response: No, but the City policies including a noise ordinance with regard to public events are a matter of public record.

Question 38: Will my activism in saving my job affect by being selected?

Response: No.

Question 39: If there is any money left after the new offices of the DCCD are completed, will any of the 8 million dollars be available for La Villita's needs?

Response: No.

Question 40: Were the current tenants' ongoing requests for maintenance at La Villita deliberately ignored to discourage us from applying? For my submission, can I use the pictures taken in my store by Guajardo's spy and used in his presentation to the Conservation Society, or would including such poor quality pictures be counted against me?

Response: No.

Question 41: Does the City have my best interests at heart?

Response: The City has the best interests of the La Villita facility.

Question 42: Was I wrong in assuming that the City would be fair and even-handed?

Response: No. The RFP process developed by DCCD is the most fair and equitable manner in which to solicit proposals.

Question 43: Is the prohibition on communications with elected officials and City employees a violation of my free speech rights?

Response: No. The prohibition against contacting city officials and employees about a contract pending with the City is not a violation of your free speech rights. The rule is designed to protect the integrity of the RFP process by shielding it from undue influences prior to the recommendation of contract award.

Question 44: Am I prohibited from discussing the RFP proposal with local, regional or national media representatives, or any elected county, state or national representative, including the State Attorney General, due to its tainted development by the improper behavior of DCCD employees, as evidenced by their removal from the process?

Response: Respondents may not contact City officials and employees about their own contract. This no-contact extends to thank you letters, phone calls, emails, and any contact that results in the direct or indirect discussion of the RFP and/or Proposal submitted by the Respondent. Respondents should contact city staff regarding suspected violations of the process by another Respondent or by City staff. An Ethics Code complaint may also be filed with the Office of the City Clerk. Complaints may not be anonymous. There is no prohibition against contacting other agencies regarding the RFP process.

Question 45: How many RFP's have been submitted so far to date?

Response: All proposals are to be mailed or delivered to the Office of the City Clerk Department directly or scanned into through the SAEPS (San Antonio Electronic Procurement System). This information is kept confidential until the proposal due date.

Question 46: How many RFP's do you anticipate receiving after the general public finds out the truth about the behind the scene machinations of the City employees overseeing this process?

Response: The City has no way of estimating how many proposals will be submitted.

Question 47: Can I communicate with City employees such as Mr. Ed Belmares, regarding my dissatisfaction with the people who are orchestrating this RFP debacle?

Response: Reporting violations is not a prohibited communication. The prohibition is against
Finance Department, Purchasing Division

self-promotion, i.e. attempting to advance your own proposal. You can contact Marc Druck at (210) 207-0080 in the City's Auditor's Office to make a formal ethics complaint. All complaints must be in writing and must include your name and contact information.

Question 48: Since I cannot communicate with elected City officials or City employees about the RFP, how and to whom do I report the discovery of prohibited communications?

Response: See response to Question 48.

Question 49: Should I feel threatened with disqualification by your recent email regarding the "rules" about communication, which muzzles the applicants from finding out what is really happening?

Response: Respondents who violate the City's rules will be disqualified.

Question 50: Councilman Bernal said, in a meeting with the tenants, that "Young, Upcoming Artists are waiting in the wings to have their turn", so is the communication ban just one more way of forcing out current tenants to effect his desired change, since I can't ask him now because of the rules?

Response: The City's limitations on communications during an RFP are a long standing policy and were not designed for this RFP.

Question 51: Were current tenants, including myself, let into a group discussion about the RFP and other matters related to La Villita with City employees in a recent meeting in La Villita, to ensure our disqualification due to your prohibited communication rule?

Response: No. The City is unaware of any violations of the prohibited communication rules.

Question 52: Who, besides you, can I talk to in the City Administration about my problems with this whole process?

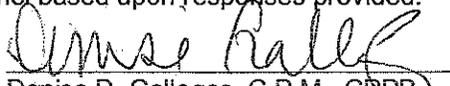
Response: See response to Question 48.

Question 53: When will the contracts be awarded, so that we may contact elected City officials and employees about the La Villita proposal and its RFP requirement?

Response: This item is anticipated to go before City Council in March of 2015. Once this item is placed on the Council agenda, the Restrictions on Communications will no longer be in place.

Question 54: 80% of our inventory is handmade pottery items produced by us. 20% is handmade by artists and bought at wholesale high quality craft markets, which we travel all over the country to obtain (hand made in the USA). These items can be bought by any gallery or retail store. They are items made for the home or garden, we have a high quality craft gallery. If we fill out our RFP as a Craft/Gallery, who will be monitoring the sell of items so that other stores (Retail and Gallery) in La Villita will not sell the same items that I am selling? Under "Gallery Heading" the RFP ask how many one-man-shows for other artist do we do a year. Will points be withheld if we haven't been doing one-man-shows or do not have proof of doing them?

Response: Points will be awarded by the Evaluation Panel based upon responses provided.


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Finance Department – Purchasing
Division