

ADDENDUM 1 4400 Lincoln RFQ

The following questions were received during the RFP Pre-Bid meeting held on February 25, 2019.

NOTE: For your information, the City will be offering a second scheduled walk through for any interested RFQ respondents on Friday, March 22, from 10 a.m. to 1 p.m. The building will be open, but NO questions will be answered at this event.

QUESTION 1 I am a developer and not a nonprofit. My development team is very involved in the redevelopment of historic buildings and this work is right up our alley. I would be eager to partner with a medical non-profit seeking to occupy the space. I do not know if you can make introductions with medical non-profits that need the bandwidth of a developer to structure the deal and handle the project entitlement and construction. I believe I saw several of these types of groups on the sign in sheet. Please let me know if you are in a position to facilitate this sort of introduction.

ANSWER 1 The City cannot make introductions for purposes of an RFQ response or during an open procurement. We support partnerships between nonprofits and private entities and encourage applicants to conduct outreach.

QUESTION 2 Please confirm that documents uploaded using “upload additional files” on main menu will be received and considered part of the application. For example, lead applicant is required to provide three years of financials that are saved as three separate documents. In WizeHive, only one file can be uploaded using the link within the application. Is the applicant in compliance with all requirements (and will DEDO receive these required documents) using link for “upload additional files” on the main menu?

ANSWER 2 That is correct. Any information that exceeds the maximum limits can be uploaded in “additional files.”

QUESTION 3 Is there a limit to how many files can be uploaded using the link for additional files on the main menu? For instance, an applicant may have three partners that alone will require uploading 12 audits (three years for each partner) and minimum of three resumes, let alone other optional attachments such as architectural drawings, etc. Is there a limit in the system to number of uploads (not size of uploads), or will it allow as many as needed?

ANSWER 3 The application requires one uploaded document only for each response section; therefore, yes, the limit is one upload per response. If there are multiple documents required to respond, those documents must be merged into one PDF. If you are unable to upload your document due to size, please either attach the document as an additional file, and if that is not possible, add a statement saying that “additional information is available on request” and note the size of the file you

attempted to upload.

QUESTION 4 Question 1.3 under Qualifications says to include resumes of key individuals. Should those resumes be cut/pasted/typed in/integrated into the Qualifications PDF document or uploaded using Wizehive's "upload additional files" on main menu in response to this question?

ANSWER 4 As noted in the instructions, provide a SINGLE PDF document responding to all the narrative or components. Organize and number your responses for each section. Qualification/ resumes, are part of this single document.

QUESTION 5 In Project Information Section IV Details, the last question offers a list of services and programs envisioned for 4400 Lincoln Street and the parking lot. It is unclear how to indicate/highlight/select which ones will be offered and saved to the specific application. Please clearly explain how multiple services/programs can be selected/uploaded/highlighted/saved for review.

ANSWER 5 In Section VI, Project Information Details, Section D you should select the major service that you will be providing. Additional services should be listed in your narrative.

QUESTION 6 Does the City require letters of intent for this proposal?

- If yes, are LOIs required from both formal partners (those involved in the purchase and development of 4400 Lincoln) and those organizations that may choose to utilize the building after development?
- And, how can applicant upload/attach LOIs if required?

ANSWER 6 Letters of Intent are not required for RFQs. Please do not include any Letters of intent.

QUESTION 7 Will the City accept letters of support for this proposal? Is providing Letters of Support helpful/desired by the City?

ANSWER 7 Letters of support are not required but may be submitted as part of your single PDF document.

QUESTION 8 How may the applicants review/get any reports related to the building's structural integrity?

ANSWER 8 This information will be provided to the successful and the contingent RFQ respondents. Per **Section C1 Evaluation team** "The City reserves the right to select an alternate proposal as a contingency, in case the top-rated applicant withdraws after selection." Also see **Section C3 Evaluation Criteria**, paragraph 1, last sentence, the City "reserves the right to conduct negotiations with one or more respondents".

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QUESTION 9 How may the applicants review/get any reports related to the building's and/or parking lots environmental hazards, including asbestos, lead paint, etc.?

ANSWER 9 This information will be provided to the successful and the contingent RFQ respondents. Per **Section C1 Evaluation team**, "The City reserves the right to select an alternate proposal as a contingency, in case the top-rated applicant withdraws after selection." Also see **Section C3 Evaluation Criteria**, paragraph 1, last sentence, the City "reserves the right to conduct negotiations with one or more respondents."

QUESTION 10 How may the applicants review/get any reports related to integrity of the building's sewer line out to the city's line?

ANSWER 10 This information will be provided to the successful and the contingent RFQ respondents. Per **Section C1 Evaluation team** "The City reserves the right to select an alternate proposal as a contingency, in case the top-rated applicant withdraws after selection." Also see **Section C3 Evaluation Criteria**, paragraph 1, last sentence, the City "reserves the right to conduct negotiations with one or more respondents."

QUESTION 11 Will the City please provide to applicants any completed structural or other assessments for 4400 Lincoln Street?

ANSWER 11 This information will be provided to the successful and the contingent RFQ respondents. Per **Section C1 Evaluation team** "The City reserves the right to select an alternate proposal as a contingency, in case the top-rated applicant withdraws after selection." Also see **Section C3 Evaluation Criteria**, paragraph 1, last sentence, the City "reserves the right to conduct negotiations with one or more respondents."

QUESTION 12 Will the City please provide to applicants any information on archived plans or permits for the property.

ANSWER 12 This information will be provided to the successful and the contingent RFQ respondents. Per **Section C1 Evaluation team**, "The City reserves the right to select an alternate proposal as a contingency, in case the top-rated applicant withdraws after selection." Also see **Section C3 Evaluation Criteria**, paragraph 1, last sentence, the City "reserves the right to conduct negotiations with one or more respondents."

QUESTION 13 Will the City please provide the properties' legal descriptions and lot layout with easements for the church and the parking lot.

ANSWER 13 This information will be provided to the finalist.

QUESTION 14 Will the City please provide any title information obtained when they took possession of the property.

ANSWER 14 This information will be provided to the finalist.

QUESTION 15 What is the site's zoning?

ANSWER 15 Building = 4400 N. Lincoln E-SU-B
Parking Lot = 4401 N. Sherman E-SU-B

QUESTION 16 Will the City provide/identify any other City, State, or Federal agencies that may have applicable funding opportunities for:

Environmental hazard mitigation
Streetscaping in the public right-of-way
Historic Structure Preservation
Cultural Preservation
Neighborhood Development
Passive, Geo Thermal, or Net Zero Building improvements

ANSWER 16 The City does not provide generic lists of funding sources for an RFQ.

QUESTION 17 What is the City's position on removing the church alley from public right of way to enhance community connectivity between the church and parking lot?

ANSWER 17 Changes in alley right of way are outside the purview of OED.

QUESTION 18 Following up on the request by Globeville residents at the Feb 25 RFQ meeting at Garden Place Academy: Can OED or other City Departments partner with the Globeville neighborhood as a whole to convene an open forum with all of the applicants together, so that Globeville Residents, especially, can compare and contrast the proposals for feedback and support? This was a request that grew out of the realization that Globeville constituents who may be approached by individual proposers to write letters of support have no way of knowing what is being offered by other proposers, so we would be making blind recommendations. The goal would be for all feedback at this Open Forum with Applicants to be considered in the selection process.

ANSWER 18 There is no opportunity for community members to participate in the selection process. The RFQ process will identify the finalist. Ideally, the successful applicant will have solicited community letters of support.

QUESTION 19 Can the selection committee be expanded to include neighborhood constituents from Globeville?

ANSWER 19 To protect the integrity of the process, we are only using internal evaluators.

QUESTION 20 I am putting together a grant calendar/ running document that they can use to keep track of what grants they have and what is expected of them. I was wondering when the reports are due for your grant and any other things we need to send you to fulfill our end of the expectations?

ANSWER 20 This is not a grant application. This is an RFQ and does not have any reporting associated with the process.

QUESTION 21 Can I send in a letter with community input on individual responses?

ANSWER 21 No. Individual proposers may submit letters of support from the community for that proposal. Individual responses will not be released outside the evaluation committee.

QUESTION 22 Can the community hold meetings and invite the proposers?

ANSWER 22 The community may host meetings and invite whoever they would like. However, we are not able to release a list of respondents to the RFQ.

QUESTION 23 Is the Denver Public Library included as a requirement of site development? It was included in the Master Plan.

ANSWER 23 There is no requirement for the library to be included in proposals.

QUESTION 24 Does the PSA go through council and allow for attendance and comment there?

ANSWER 24 Yes. All PSAs go through council and all council meetings are open to the public.

QUESTION 25 Can you post the site information boards from the meeting on the website?

ANSWER 25 Yes, we will post those boards. The PowerPoint and the community input gathered in the past will also be available on the website.

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