

Addendum #3: City of Key West – Key West Amphitheater Management – RFQ #19-003

RFQ Questions:

1) Section A.2: Project Description

- a. The last sentence of this section notes that the Venue Manager will have open and frequent communications with the City of Key West. Will this also entail meetings in a public forum, attending City public hearings, etc.?

On occasion the respondent would be required to appear before the Commission for reporting purposes. A majority of the communication will take place between the Venue Manager and the City Manager or his designee.

2) Section B-4: Venue Operations

- a. The modification of agreements and forms may entail legal support. Will the City Attorney be responsible for the cost and expense of these modifications?

The City will not be able to provide the legal support but will require review by the City's Legal Department prior to the release of documents.

- b. Our expectation is the City will provide and cover costs for grass mowing services at the Amphitheater throughout the term of the Awardee's Agreement. Please confirm.

Should be part of the proposal; if the respondent would be expecting any maintenance from the City it should be outlined in the proposal.

- c. Will the City continue to provide any maintenance and repair services throughout the life of the awarded contract?

Should be part of the proposal; if the respondent would be expecting any maintenance and repair from the City it should be outlined in the proposal.

- d. Has the City budgeted for any facility maintenance for the next two (2 years)? If not, who will be expected to maintain the facility and cover maintenance costs?

The City budgets for all maintenance on a yearly basis unless covered by a separate agreement.

3) Appendix A Sample Contract - Professional Management Services Agreement:

a. General:

- i. Does the City have any requested dates currently scheduled on the master calendar? If so, will these be transferred to the Venue Manager upon contract award? **Yes and yes.**
- ii. Does the City have any in-place agreements that will be transferred to the Venue Manager upon contract award? If so, please provide copies of the agreements. **Yes, see attached.**

b. Paragraph 6 – Insurance:

- i. Please clarify in section A1 – “insurances companies satisfactory to the City” either by providing a list of the insurance companies or a “benchmark” such as an AM Best rating that will allow us to get a quote on insurance premiums.

The City requires all insurers to maintain an A.M. Best rating of A-. Any requests for deviation should be directed to Risk Management for acceptance/approval.

c. Paragraph 13 G – Use of E-Verify:

- i. Will the City waive the requirement that the Venue Manager and subcontractors enroll and participate in E-Verify? **No.**
- ii. If the E-Verify requirement cannot be waived for the both the Venue Manager and subcontractors, will the City waive this requirement for subcontractors and amend the Section 2 language accordingly, such as, “Manager agrees that it will make commercially reasonable efforts to ensure that its subcontractors enroll and participate in E-Verify Program”?
No

4) Addendum 2, bullet point 9

- a. Please describe what, if any impacts to the Amphitheater are anticipated during the 18-month construction period commencing October 2019.

Impacts to the parking area across the street from the amphitheater are not expected until late fall 2020. At that time, the construction area will be east of a line roughly between the east side of the easternmost swale to the easternmost handicapped parking spot. Estimate 1/3 of current parking area will be affected for up to 12 months. Expected final park configuration attached.

Events at the Amphitheatre 2019

February 23	Krewe of Key West Costume Ball	Approved by Commission
April 6 th	The Revivalists Concert	Approved by Commission
April 10 & 11	Diversified Solutions	Still waiting on some paperwork
April 13 th	Mote Marine Eco Discovery	Going in front of C/M March 5
April 27 th	Reef Relief	Reserved but no paperwork
May 4 th	KW Art & Historical Papio	Reserved
May 9-12	KW Songwriters	Reserved
May 25 & 26	Mile Zero Fights	Reserved
June 16	Classical Guitar	Reserved
July 6 & 7	Key West Mermaid Festival	Reserved Have paperwork
July 21	Hemingways Run but run past Amphitheatre	
August 16	Mile 0 fights	Reserved
August 24	Cruise ship Concert	Going in front of the C/M Feb 20
October 18	Royal Coronation Ball	Reserved
October 23	Pet Masquerade	Reserved
October 24	Headdress Ball	Reserved (Actually till 2023)
January 28/Feb 1	Ohwook Mile Zero	Reserved (Wants till 2020)



GENERAL NOTES

1. MAHOGANY TREES ON SITE TO BE CUT DOWN FOR FUTURE USE BY LOCAL ARTISTS - DO NOT DEMOLISH TREE - CUT AND TOSS REQUIRED
2. ALL PALMS TO BE 4" TALL MINIMUM PER CODE
3. TREES TO BE RELOCATED TO BE REMOVED WITH SPUD AND MAINTAINED/WATERED DURING CONSTRUCTION AT A SAFE LOCATION.

LEGENDS:

-  TREES TO BE RELOCATED
-  TREES TO BE REMOVED
-  STORM REMOVED


ARCHITECT:
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Key Largo, FL
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URL: www.k2mdesign.com
 PROF. REG. AA26001059

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 Steven S. Grasley, FL License #73110
 Expiration Date 02/28/2019
 COA #: 30945

Consultants:
 STRUCTURAL ENGINEER:
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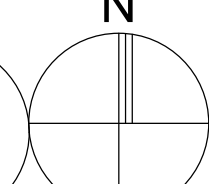
Submissions:
 DATE PHASE
 2018.05.14 - SD Submittal Set
 2018.05.15 - HARD Submittal Set
 2018.05.18 - City Review Set
 2018.10.23 - 90% Review Set

TRUMAN WATERFRONT 1B
 CITY OF KEY WEST
 WATERFRONT PARK
CITY OF KEY WEST
 1300 White Street, Key West, FL, 33040

PLOTTED: 10/17/2018 9:36 AM
 Drawing Size 24x36 Project #: 18070
 Drawn By: BK Checked By: AA

Title:
EXISTING LANDSCAPE PLAN

Sheet Number:
L1.1.1
 Date: October 23, 2018
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1  **EXISTING LANDSCAPE PLAN**
 SCALE: 1/64" = 1'-0"

I:\2018\18070 - City of Key West - Truman Waterfront 1B\2018 Landscape Plan\18070 Landscape Plan - SD SET.dwg, 10/17/2018 9:36 AM, scale: 1"=64', by: jay.bundy