



RFP 107-24 - ADDENDUM #2

Boulder County Housing Authority The Spoke Café Operator

October 28, 2024

The attached addendum supersedes the original Information and Specifications regarding RFP-107-24 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

Attention: The dates for this project have been changed.

- 3rd Mandatory Meeting Site Tour: Thursday, 7 November 2024 8:30am-10:30am *Please note: all potential proposers **must** visit the site during one of the 3 Mandatory Meetings. If you attended the meeting on October 8th or October 17th 2024, you do not need to attend this meeting.
- New Questions Due Date: Tuesday, November 12, 2024.
- New Addendum Release Date: Thursday, 14 November 2024
- New Submittal Date: Monday, 18 November 2024.

Proposals must be submitted electronically on or before the Close Date provided on the [Boulder County Bonfire portal](#).

Important: No archives (zip files) or links to external sites or files will be accepted. This includes Google Docs and similar sites. All submittals must be received as an attachment in a widely-accessible format such as PDF, Word, or Excel.

Electronic submittals must be received on the Bonfire portal. Submittals sent to any other box will be rejected. It is the sole responsibility of the proposer to ensure their documents are received before the deadline referenced above. Boulder County does not accept responsibility under any circumstance for delayed or failed submittals. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all bids, to waive any informalities or irregularities therein, and to accept the bid that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.

Questions and Answers for RFP 107-24 - ADDENDUM #2

1. Some machines (for example Espresso Machines) require a 220v power source. Will there be one available, or will there be the ability to add a connection later on?
 - **It is possible to add a 220V connection, but that will be the responsibility of the vendor.**
2. Is job training a priority?
 - **Yes, job training is one of the main goals listed under this RFP. There may be some leniency depending on the pool of applicants.**
3. Is there additional storage? Can space be repurposed for storage?
 - **No there is not additional storage, but space can be repurposed for storage if needed (example: the office in the back). No permanent modifications.**
4. Is there an income study for surrounding area residents?
 - **BCHA completed a market study as it relates to affordable housing, but may not be shareable.**
5. What would be the lease terms and duration?
 - **One year lease.**
6. How do you access the trash room?
 - **Through the breezeway and alley.**
7. How many units? Are they under market value?
 - **73 units serving residents making 30- 60% AMI.**
8. Is the mailbox in the front?
 - **There is a mailbox in the breezeway for Café operator use.**
9. Where can I put in a full-sized oven? How can we warm food?
 - **Vendors may work with BCHA to install additional appliances at operator's expense. All food warming must follow Public Health regulations and licensing processes.**
10. How responsive will BCHA maintenance be? Will BCHA maintain the café?
 - **BCHA maintenance is responsive and will maintain building systems. Café operator is responsible for maintaining the cafe space.**
11. Should vendor include in their application other organizations that would have access to the space?
 - **Yes, if applicable.**
12. What is the RFP process?
 - **Applications will be reviewed, scored, and the chosen applicant will be contacted for contracting.**

13. How soon after the RFP will applications be reviewed and awarded? When can selected vendor move-in?
- **Awards will be made in a timely fashion. The selected vendor can anticipate move-in early Q1 2025.**
14. Can we have a barista station?
- **Yes**
15. Where can people go to smoke?
- **Smokers must be 25 feet from a building.**
16. Is there a security system?
- **BCHA has cameras surrounding the property and in stairwells.**
17. What is the parking situation?
- **The Café will be designated two parking stalls in the covered parking garage. Ample public parking for additional staff and customer is available in the parking garage and across the street.**