



ADDENDUM NO. 1
RFP #2025-08-02
MIAMI SHORES VILLAGE
OPERATION OF AN OUTDOOR MARKET

August 20, 2025

To Prospective Proposers:

This Addendum No. 1 to the above-referenced Request for Proposals (“RFP”) is issued in response to questions from prospective bidders, or other clarifications and revisions issued by the Village. The RFP is amended in the following particulars only.

1. The RFP indicated a weekly Sunday operation of an outdoor market. Will the Village consider the operation of an outdoor market to be held on Saturdays in lieu of a Sundays market.

Response: Yes.

2. Regarding Section 3.7 Insurance. Naming the Village additional insured on automobile insurance for vehicles is not practical for this RFP. Will the Village remove this requirement of naming the Village as additional insured on automobile insurance by the vendors?

Response: Yes.

3. Regarding Section 3.18 Set Up/Take-Down/Cleanup, Item 3.18.1 and Section 3.19 Maintenance, Item 3.19.1 appear to be redundant.

Response: Agreed. Section 3.18.1 appears redundant and is omitted.

4. Regarding Section 3.18 Set-Up/Take-Down/Clean-Up, Item 3.18.4. Will the Village agree to extend the hours for set up and breakdown from one hour prior to scheduled opening time and one hour following the scheduled closing time?

Response: Yes. The Set-Up and Take-down/Clean up time may be extended to 2 hours for both set-up and breakdown.

5. Regarding Section 3.18 Set-Up/Take-Down/Clean Up, Item 3.18.5 requires vendors to clean up their respective areas and exit the premises by or before 3:00 p.m. Will the Village consider removing the 3:00 p.m. deadline and instead include the following language “vendors are made

aware and subsequently demonstrate their best effort to have exited the premises by or before 4:00 PM”

Response: Yes.

6. Regarding Contract Term: Will the Village consider a six-month trial period after which either party may terminate the agreement.

Response: Yes. The Village will consider a six-month trial period, followed by the remaining (thirty months) of the initial three year term.

7. Are the facilities are locked and at what time will they be opened and locked at the end of market day?

Response: The market operations are held on an open field.

8. Are restrooms available?

Response: There are no restrooms available at the site.

9. If in the morning we notice any areas that may require "closure", will a Village contact be available and prepared to close off affected area so as not to delay/cancel market opening?

Response: There will be an emergency number available, however no staff will be on duty.

Any questions regarding this Addendum should be submitted in writing to the Procurement Administrator at bids@msvfl.gov.

Proposers are reminded to acknowledge receipt of this addendum as part of your RFP submission.

Sincerely,

Donna Rockfeld

Donna Rockfeld, Procurement Administrator