



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration
DIVISION OF PURCHASES
One Capitol Hill
Providence, RI 02908-5855

Tel: (401) 574-8100
Fax: (401) 574-8387
Website: www.purchasing.ri.gov

April 12, 2019
ADDENDUM NUMBER ONE
RFQ # 7598720

**TITLE: GOLF COURSE CONCESSIONS SERVICES (FOOD AND GOLF CART RENTALS) AT
GODDARD PARK**

Closing Date and Time: 4/17/19 AT 10:00AM

Per the issuance of this ADDENDUM #1 (4 pages) the following is noted:

This addendum posts sign in sheet from mandatory pre-bid conference held 4/10/19 at 10am.
This addendum posts buyer's introductory remarks.
This addendum posts note/clarifications from pre-bid conference.

Introductory remarks:

-The packet I am handing out includes my opening remarks, and an example of the bidder certification form.

-I will go over a couple of highlights pertaining to the bid process and the representatives from DEM will go over some things pertaining to the scope of work. I recommend that you study the bid thoroughly, paying close attention to what is required to be submitted with your bid.

-This is a mandatory pre-bid conference. Bids will only be considered from those vendors who have signed in on the sign in sheet. The company name you list should be the same one that will be on the bidder certification form.

-Questions are being accepted on line until 4/11/19 at 5pm. The address and instructions how to submit those questions is on page 1 of the bid. Do not wait until the last minute to submit a question as the state has a number of security processes in place which might delay delivery of the email. NONE RECEIVED.

-Bid surety (also called bid bond) is required. Bidder will be required to provide a bid surety in the form of a bid bond, or a certified check payable to the State of Rhode Island. It must be submitted with your bid. This is 5% of your total bid price. For example, if your bid is 54,000 the bid bond should be 2,700 dollars. If this bond is not submitted with the bid, your bid will be deemed not responsive and not considered.

-Performance bond will not be required.

-Bidders must have 3-5 years of experience. That applies to the name of the company submitting a bid.

-The initial contract period will be 3 years beginning 5/1/19. The start date in the remaining years of the contract will be 4/1/19.

-A minimum of 23 golf carts is required. There should be 1 ADA accessible cart

-There were an estimated 30,000 rounds of golf in 2018.

-No electric carts. Gas only.



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GODDARD PARK

-This bid is not only for golf cart concessions but also for food and other beverages using a
maximum of 2 food trucks.

-Frozen beverages are not allowed to be sold under this concession as there is already a contract in
place for that service.

-The Department of Administration, on behalf of the Department of Environmental Management,
Division of Parks and Recreation, can institute new fees or increase fees at any time. No adjustment in the
concessionaire's bid amount will be made for reduction in sales that may be affected by this increase. These
fees are currently under review.

-Existing and proposed chart is below:

Table with 6 columns: Activity, Day, User Group, Location, Existing Fee, Proposed Fee. Rows include Golf on Weekday for All Users, Age 65 & Older, and Age 12 & Under at Goddard Park.

-Attachment A is the bid proposal form. Make sure you follow all of the instructions outlined. In
addition to what is outlined there you will need to submit a three-page bidder certification form. Make sure
section 3 ownership disclosure is filled in.

-All submittals should be legible, typed preferably or in ink and signed where required.

-The awarded vendor will need to be registered with the RI Sec of State prior to award being made,
unless an individual. Do not have to be registered to submit a bid.

-Historical revenue is shown below:

5. Golf Course Revenue Five (5) Year Comparison

Table with 6 columns: Revenue, 2014, 2015, 2016, 2017, 2018. Row for 9-Hole Green Fees with values: \$252,656.00, \$245,656.00, \$231,038.00, \$243,934.00, \$209,532.00.

-Minimum bid per year is 18,000.

-If we receive two or more bids with the same amount the award will be made to the bidder who
submits his or her bid first as determined by the date and time stamp in the Division of Purchases.



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Notes from pre-bid Goddard Park:

1. Effective Date:
 - A. Golf: For the 2019 season only, the effective date will be May 1. The effective date for Golf for the 2020 and 2021 season, will be April 1. These effective dates also apply to the MFE required at the Goddard Clubhouse. Last day for golf is 11/30.
 - B. Beach: The effective date for the MFE required at the beach will be the Saturday of Memorial Day weekend to Labor Day from 9:00 AM to 6:00 PM for the 2019, 2020 and 2021 season. Hours may be adjusted due to weather, with prior approval from the Division. The request must be made in writing or by email.
3. Vendors will be responsible for collecting all applicable sales tax.
4. There is a water spigot available at the rear of the golf concession for cleaning carts.
5. Historically there have been no utility costs passed on to the concessionaire.
6. Questions came up regarding storing fuel on site.
 - A. Fuel storage will be allowed if the fuel is stored in an approved gas storage shed and must adhere to all regulations pertaining to the storage of fuel.
 - B. The shed will be allowed to be placed in the fenced in area located next to the Clubhouse.
7. DEM handles collecting fees for the round of golf. There will be a separate area in the building available for the concessionaire to rent carts and sell retail supplies (tee's, balls etc.)
8. Maximum number of trucks is 2.
9. Question came up as far as substituting food carts for a food truck. Vendors were very skeptical a food truck would work at the concession stand.

Per Section 4(B)(1)(a) of the RFQ, "Mobile food establishments specifically include, but is not limited to, food trucks, food carts...."

END OF QUESTIONS



"MANDATORY" PRE-BID CONFERENCE SIGN IN SHEET

Mandatory Pre-bid Conference: Any vendor who intends to submit a bid proposal in response to this solicitation must have its representative attend this mandatory prebid conference, sign, and complete all required information on this Sign-In Sheet. Failure to comply with this requirement will result in the rejection of any bid proposal.

BID NUMBER: **7596720 R**
 BID TITLE: **GOLF CART RENTAL AND RETAIL CONCESSION-GODDARD PARK**
 PRE-BID DATE AND TIME: **4/10 AT 10AM**

Purchasing Representative
DCADORET
 Mandatory Prebid START TIME: **9:00**
 Mandatory Prebid END TIME: **10:30**

COMPANY NAME	COMPANY REPRESENTATIVE	SIGNATURE	ADDRESS	CONTACT E-MAIL	CONTACT PHONE NUMBER
1 STATE PURCHASING	DAVID A. CADORET	<i>[Signature]</i>	1 CAPITOL HILL, PROVIDENCE, RI 02908	dcadoret@purchasing.ri.gov	401-574-8131
2 Kinko's	Person Member	<i>[Signature]</i>	655 AD BARNSTEAD KINGSWAY	rmcneil@northeastgolfcompany.com	732-915-8385
3 J-T RENTALS	JOAN CRUBELE	<i>[Signature]</i>	82 MARIEN AVE SOUTH	ZAMMY54@YAHOO.COM	401-481-5308
4 Andes Pub	Pat TRIKULIS	<i>[Signature]</i>	LUPPEN W 31st AVE #2	PFC.15710@pro.com	714-334-3344
5 Ellada food LLC	Judie Trikulis	<i>[Signature]</i>	28 Paradise lane	georgethegreek@gmail.com	
6 William Mitchell	DEY PER	<i>[Signature]</i>			
7 ROGER MOWETT	RI DEM	<i>[Signature]</i>			
8 Andrew McEnder	RI DEM	<i>[Signature]</i>			
9 More Beverages	RI DEM	<i>[Signature]</i>			
10 North Carolina	Patricia Wickel	<i>[Signature]</i>			
11 Joe Anderson	SELF	<i>[Signature]</i>	27 Hannah Dr		808-2150
12 Kevin Kraft	Doris Knisthman	<i>[Signature]</i>			
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