

Gee, Jerry

From: Eric Leslie <EricL@harborislandwest.com>
Sent: Wednesday, March 14, 2012 11:45 AM
To: Gee, Jerry
Subject: RE: Dana Point West Basin Management RFP 108-615030-DP

Jerry,

Thanks for the update. Is there an Agenda Staff Report that has been prepared in advance of the Board of Supervisor's meeting? If so, when will a copy of this report be available? In addition, are the rating and/or scoring tallies part of an Agenda Staff Report? If not, how do we go about requesting copies of the rating or scoring sheets?

*Eric Leslie
Director of Marina Operations
Beauchamp Realty, Inc
2040 Harbor Island Drive
San Diego, CA 92101
619-291-6440 (office)
619-298-6982 (fax)*

From: Gee, Jerry [<mailto:JGee@ocdph.com>]
Sent: Tuesday, March 13, 2012 4:59 PM
To: Eric Leslie
Subject: RE: Dana Point West Basin Management RFP 108-615030-DP

Notice of Change to the Hearing Date. Please refer to the attachment

Respectfully yours,

*Jerry Gee, DPA
Contracts and Procurement Administrator
OC Dana Point Harbor
24650 Dana Point Harbor Drive
Dana Point, CA 92629
949-923-3795*

March 13, 2012

TBW Company
Attn: Eric G. Leslie
2454 Alton Parkway
Irvine, CA 92606

Notice of Change to the Hearing Date

Thank you for your participation in the Request for Proposals (RFP) for the West Basin Management RFP Number 108-615030-DP. The selection recommendation for this solicitation is tentatively being scheduled to be considered by the Orange County Board of Supervisors at their Tuesday, March 27, 2012 meeting, 9:30 am at the Hall of Administration, 333 West Santa Ana Boulevard, Santa Ana, California.

Based on reviewing the quality proposals received and considering the oral presentations, the evaluation panel is recommending the following ranked selection:

1. 2001 Dana Point Marina Company
2. Almar Management
3. TBW Company
4. Vintage Marina Partners

The OC Dana Point Harbor Director will also be requesting authorization to negotiate a management agreement with the first ranked firm and in the event an agreement cannot be reached, negotiations would begin with the subsequent firms in the ranked order as the need arises. OC Dana Point Harbor will return to the Board for approval of the negotiated management agreement.

Protest Process

Once negotiations with the Board approved vendor are complete proposers will receive a notice from the County indicating that contract negotiations have been completed, and a five (5) business day protest period from the date on the notice will commence. During this appeal period the RFP proposal and responses will be available and the County will accept valid protests concerning the award of the Contract.

Again, thank you for the time and effort your firm has devoted to presenting your written proposal and oral presentation.

Respectfully yours,

Jerry W. Gee, DPA
Contracts and Procurement Administrator
OC Dana Point Harbor

Question and Answers for Bid #108-615030-DP - Management and Operations for the West Marina Basin

OVERALL BID QUESTIONS

Question 1

In reference to Minimum Qualification #1: If a Respondent manages over 2,000 slips at multiple locations, however the largest marina managed only contains 380 slips, would they be deemed to meet the minimum qualified? **(Submitted: Sep 27, 2011 2:18:24 PM PDT)**

Answer

- The qualification regarding the management and operations of a 500+ Marina was deemed the minimum acceptable for skills required, as the proposed marina to be managed in the RFP is 980 slips. **(Answered: Sep 27, 2011 3:19:45 PM PDT)**

Question 2

The RFP's Section II, Part 2, under Statement of Qualifications Item B. 6. requires a minimum 5 year Pro-Forma budget. For purposes of projecting revenues and expenses, is there a standard slip rate increase and CPI increase for expenses that all respondents should use? This would make the projections from all respondents consistent and comparable. **(Submitted: Oct 7, 2011 11:53:50 AM PDT)**

Answer

- Proposer's preparation/presentation of the five year budget is intended to provide the evaluation committee with greater understanding of the Proposer's expertise and approach to multi-year Marina budgeting, including revenue and expense forecasting. **(Answered: Oct 11, 2011 10:57:35 AM PDT)**

Question 3

Would it be possible to obtain a key to inspect the docks at the marina? **(Submitted: Oct 31, 2011 2:31:58 PM PDT)**

Answer

- Supervised access to docks in West Basin Marina only will be provided for all interested proposers on Tuesday November 8 at 10:00 AM. No questions will be answered during this access period. Please call Jerry Gee at 949-923-3795 to confirm attendance and meeting location. **(Answered: Nov 4, 2011 5:06:53 PM PDT)**

Question 4

Questions Re: RFP No. 108-615030-DP

Should all attachments as examples of collateral or marketing materials be scanned into the electronic version of the submittal?

On p. 19 of the RFP in Section 1, it states "All Proposals shall include in this Cover Letter, in the first tabbed section as well as the signed Cover Pages of this RFP (pages 2 and 3), and any subsequent addenda issued for this RFP with appropriate signatures as required". The language is confusing relative to what you mean by "signed Cover Pages of this RFP". Please clarify. Does "Pages 2 and 3" refer to paragraph 2 of Part 1, which is the Validity of Proposal and paragraph 3 of Part 1, which is the Certification of Understanding? Please clarify.

Regarding insurance, Professional Liability doesn't really apply to operations of a marina. Please clarify your intent on this coverage requirement.

Regarding Paragraphs D and H at p. 26: it asks for the identification of "improvement plans and proposed capital investment". This RFP is looking for a Manager, and the County will maintain the right to terminate the Management Agreement without cause on 60 days notice (Model Agreement, Section 6). Please confirm how such improvements will be funded without more commitment on the part of the County as to either a longer protected contract or a higher fee for capital investments.

Section 4 of the Model Agreement purports to give the County the right in its sole discretion to remove any portion of the property from the Premises. Removal of any portion could completely upset the economies of scale that are the basis for agreeing to perform based on a 5% fee. What is the intent of this provision?

Please send an electronic copy of the Word document for the Model Agreement and Scope of Work so as to allow the preparation of our submittal with red-line modifications/clarifications as requested in the RFP.

Exhibit "A" to the Scope of Work which describes the "Premises" is missing from the RFP. Please provide a copy.

Please respond to Vicki@govsol.com

Thank you **(Submitted: Nov 3, 2011 2:43:49 PM PDT)**

Answer

- Q: Should all attachments as examples of collateral or marketing materials be scanned into the electronic version of the submittal?

A: No. Market Materials should be included as attachment in each of the binders submitted for the evaluation panel

to review.

Q: All Proposals shall include in this Cover Letter, in the first tabbed section as well as the signed Cover Pages of this RFP (pages 2 and 3), and any subsequent addenda issued for this RFP with appropriate signatures as required. The language is confusing relative to what you mean by signed Cover Pages of this RFP. Please clarify. Does Pages 2 and 3 refer to paragraph 2 of Part 1, which is the Validity of Proposal and paragraph 3 of Part 1, which is the Certification of Understanding? Please clarify.

A: Where a signature is required throughout the RFP package, these pages must be submitted.

Q: Regarding insurance, Professional Liability doesn't really apply to operations of a marina. Please clarify your intent on this coverage requirement

A: The RFP requires a Real Estate Broker's License, therefore the Professional Liability coverage is applicable.

Q: Regarding Paragraphs D and H at p. 26: it asks for the identification of improvement plans and proposed capital investment. This RFP is looking for a Manager, and the County will maintain the right to terminate the Management Agreement without cause on 60 days notice (Model Agreement, Section 6). Please confirm how such improvements will be funded without more commitment on the part of the County as to either a longer protected contract or a higher fee for capital investments.

A: There is no capital investment required; what is requested is the prospective manager's professional judgement regarding which improvements and investment (by the County) are proposed as being appropriate by the prospective manager.

Q: Section 4 of the Model Agreement purports to give the County the right in its sole discretion to remove any portion of the property from the Premises. Removal of any portion could completely upset the economies of scale that are the basis for agreeing to perform based on a 5% fee. What is the intent of this provision?

A: There is not capital investment required of the manager to be selected; as such, there is no amortization period for a capital investment and no upsetting of the "economies of scale" of capital. The intent is that the County is to have the right to modify the managed premises to suit its needs.

Q: Please send an electronic copy of the Word document for the Model Agreement and Scope of Work so as to allow the preparation of our submittal with red-line modifications/clarifications as requested in the RFP.

A: The MS Word version of the Model Contract and Scope of Work has been upload to Bidsync.com and is available for you to download.

Q: Exhibit A to the Scope of Work which describes the Premises is missing from the RFP. Please provide a copy.

A: Exhibit A as reference in section 4 Management Premises in the Model Agreement shall be changed to Exhibit E and has been uploaded to Bidsync.com **(Answered: Nov 7, 2011 10:07:33 AM PST)**

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