



PIMA COUNTY PROCUREMENT DEPARTMENT
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Mary Jo Furphy
Procurement Director

April 24, 2019

AMENDMENT NO. ONE (1)

REQUEST FOR PROPOSAL – ARTHUR PACK DESERT GOLF COURSE

Be advised of the following changes, clarifications and/or additions to the above-referenced Solicitation as stated in the following Amendment.

SOLICITATION DUE DATE:

Please note that the Solicitation due date remains unchanged.

CHANGES AND/OR ADDITIONS:

Section 1 – General Information, 1.5, “Services provided by Operator”, letter f), change:

From: Required Capital Improvements to be Made By Operator. The Operator will be required to complete capital improvements in a specified level to the buildings and golf course within specific periods as outlined in Attachment 5, Capital Improvement Program and Attachment 1, Operating Agreement.

To: Required Capital Improvements to be Made By Operator. The Operator shall, during the first two (2) years of the Agreement, construct capital improvements on the Golf Course, including but not limited to a Lighted Driving Range.

QUESTIONS/ANSWERS:

- Q. 1) Page 6, Services provided by Operator section 1.5, h) Payment of Fees. Annual fees shall be paid 1/12 of the annual base fees in advance by the first of each month. Operator shall provide to County a monthly gross revenue report. Gross revenue shall include all income receipts from any source arising out of the operations or activities conducted on the Premises.
- a. Please clarify monthly reporting of gross revenue, including all receipts. We are accustomed to quarterly or semiannual reporting and want to be sure we are interpreting your requirement correctly. Also do you have a specific form or format for the reporting?
- A. 1) A monthly accounting of gross revenues shall be reported. The format, approved by the County, will be at the discretion of the Operator.
- Q. 2) Page 12, Section 3, Attachment 2 – Reference Form, Offeror is to provide this form to their current clients, and the clients will complete the form and fax it directly to County prior to the closing date and time of the solicitation. Respondent must verify that at least 3 current clients submit the form on offeror's behalf. Failure to meet this requirement may cause County to reject Offeror's submittal as non-responsive.
- a. First, we understand “clients” to refer to our customers. If that is the case the reference form is not written for a customer who is a citizen of Pima County. Please clarify and direct us on the best way to proceed.
- A. 2) Client is clarified as having a business relationship with the Respondent and who can provide information related to Respondent's experience with construction, development, and/or management/ operations of a golf facility.

- Q. 3) Page 14, Operational Qualifications regarding 3 and 4:
3. Management and operations staff, and include their experience, qualifications, type and depth of their experience. Provide resumes for key management and operations staff. (15 Points)
4. Discussion of Respondent's experience with golf course management. This is to include work experience for each team member for both the organization and operations team. (15 Points)
a. 3 and 4 are straightforward, however, they also seem to be very similar, in particular 4 is the organization and operations team are the same as the management and operations staff. Please identify the differences and perhaps provide an example.
- A. 3) Criteria #3 speaks specifically to the personnel that are being proposed for this Agreement. Criteria #4 refers to the Respondent's experience. To clarify, please include experience with golf course management/course experience, food and beverage experience, pro shop facilities as well as maintenance of turf.
- Q. 4) Page 15, Financial Qualifications, regarding 4 and 5
a. 4 and 5 appear to be very similar. Please identify the differences and provide an example.
b. Attachment 2 – Reference Form intended to be used for business references and bank references? Please clarify and provide an example of how to use this form for three different types of contacts.
- A. 4) Criteria #4 in this section is referring to a financial reference (i.e. bank or lending institution). Pima County reserves the right to contact these references. Please see question #2 above to clarify Criteria #5 in this section.

All other requirements and terms of the Solicitation remain unchanged. Failure to include acknowledgment of all amendments may be cause for rejection.

This Amendment is a total of 2 pages.

If any questions, please contact me via e-mail at Matthew.Sage@pima.gov.

/s/ Matt Sage, CPPB

Matt Sage, CPPB; Procurement Officer