

July 30, 2014

RFP #Y14-155-ZM

WEST ORANGE TRAIL BICYCLE CONCESSION SERVICES

ADDENDUM NO. 1

To all respondents:

This Request for Proposals is being changed as follows:

- A. Concerning the Scope of Services, Item 1, Overview, which reads “A sample list of merchandise to be rented, sold or repaired is attached”, however, a sample list of merchandise was not included. This statement is hereby deleted.

As required by the Proposal Format, Technical Approach, Item C, Proposers shall provide a list of proposed merchandise and rental items; include the proposed pricing schedule for the general public for the items listed. This criteria is subject to evaluation and proposers will be scored on the content.

- B. The following are questions and answers as a result of the Questions Regarding this RFP, paragraph 16, page 9 of the Request for Proposals.

1. Question: Is there a resource for estimating the gross annual sales for the Killarney Station location? Or at least what is currently being paid to Orange County?

Answer: Please see attachment “Transaction Audit Report by Receipt” for the period of 10/01/2012 through 09/30/2013 and 10/01/2013 through 07/28/2014.

2. Question: What licenses and/or permits are required to operate a business Killarney Station?

Answer: The contractor shall obtain any and all licenses and permits required to complete this contractual service. Proposers are encouraged to thoroughly research the applicable permissions required to support their proposed approach, this includes but is not limited to occupational licenses and signage permits.

3. Question: (A) Confirm that Gross Revenue does not include expenses. (B) Is the expectation that we would be paying a percentage of our out-of-pocket-costs?

Answer: Concerning Part (A) of the question, this is not confirmed. "Gross sales" includes the full revenue brought in by concession/rental operations minus only sales tax, the County's percentage of revenue will not be relative to the percentage of profit. Concerning part (B) proposers are encouraged to mindfully craft their proposals with the understanding that the revenue they retain must cover all the operational expenses associated with providing these services. Please note that the selected contractor shall not be responsible for the cost building maintenance, basic utilities (electric/water) and common area janitorial as specified in the Scope of Services, the County's cost of maintaining these items will not be a consideration in this revenue-split arrangement.

4. Question: Minorities are employed (including women) which form must be completed to demonstrate this?

Answer: Employment Data, Schedule Of Minorities and Women (Rev. 1/99)

5. Question: What is included in "Technical Approach" Criteria that accounts for 20%?

Answer: See RFP, Page 12, Item 3, Technical Approach. Items A-D consist of the items that will be scored and weighed by 20 points. The intention is for the firms demonstrating the best approach to the scope, location analysis, marketing plan, merchandise offerings and value to the citizens will obtain maximum scoring for this criteria.

6. Question: How is location 10% of Criteria?

Answer: Based on the proposer's locations and permanent staff assignments as listed in the Location Form, the weight for location will be multiplied by the points the firm qualifies for as follows:

5 points

90-100% of the total dollar amount of all work will be performed by prime consultant and sub-consultants with staff permanently assigned to their firm's offices located in Orange and/or Seminole Counties.

4 points

90-100% of the total dollar amount of all work will be performed by prime consultant and sub-consultants with staff permanently assigned to their firm's offices located in the following counties, either singularly or in combination: Orange, Seminole, Lake, Volusia, Brevard, Osceola and Polk.

NOTE: This is exclusive of the percentages that warrant 5 points for work in Orange and/or Seminole as described above.

3 points

80-89 % of the total dollar amount of all work will be performed by prime consultant and sub-consultants with staff permanently assigned to their firm's offices located in Orange and/or the following counties: Seminole, Lake, Volusia, Brevard, Osceola and Polk.

2 points

50-79% of the total dollar amount of all work will be performed by prime consultant and sub-consultants with staff permanently assigned to their firm's offices located in Orange and/or the following counties: Seminole, Lake, Volusia, Brevard, Osceola and Polk.

1 point

The total dollar amount of all work to be performed by prime consultant and sub-consultants does not fall within the categories stated above, but 50% of the work will be performed by prime consultant and sub-consultants with staff permanently assigned to their firm's offices located in the State of Florida

0 points

Work to be performed does not fall within any of the categories listed above.

7. Question: What is current fee proposal (percentage) and what have the last 12 months reported monthly sales been?

Answer: Concerning Killarney Station, the current contractor's fee is 89.38% with 10.2% of revenue minus taxes remitted to Orange County. For additional detail please see attachment "Transaction Audit Report by Receipt" for the period of 10/01/2012 through 09/30/2013 and 10/01/2013 through 07/28/2014.

Winter Garden & Apopka Stations have been vacant for over 12 months.

All other terms and conditions and scope of services remain unchanged.

ACKNOWLEDGEMENT OF ADDENDA

a. The proposer shall acknowledge receipt of this addendum by completing the applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned not later than the date and time for receipt of the proposal.

b. Receipt acknowledged by:

Authorized Signer

Date Signed

Title

Name of Proposer

Transaction Audit Report by Receipt

Transaction Date: 10/01/2012 through 09/30/2013
 Companies: West Orange Trail Bikes & Blades Company
 Receipt #: 0 to 9999999

Receipt #	Date	Payer/Refundee(s)	Transaction Description	Fee ID	Fee Information	Amount Charged	Amt Paid / Refunded
1000668.298	10/1/2012	West Orange Trail Bikes & Blades Company-Check for \$889.57	Voided Bruce Chamberlain from Killarney Station Vendor				
					Sub-Total:	\$0.00	\$0.00
1000669.298	10/2/2012	West Orange Trail Bikes & Blades Company-Check for \$899.57	Sold Bruce Chamberlain - Killarney Station Vendor	972136	Killarney Station Concession	\$899.57	\$899.57
					Sub-Total:	\$899.57	\$899.57
1000679.298	11/4/2012	West Orange Trail Bikes & Blades Company-Check for \$1050.60	Sold Bruce Chamberlain - Killarney Station Vendor	978155	Killarney Station Concession	\$1,050.60	\$1,050.60
					Sub-Total:	\$1,050.60	\$1,050.60
1000690.298	12/9/2012	West Orange Trail Bikes & Blades Company-Check for \$1674.28	Sold Bruce Chamberlain - Killarney Station Vendor	985046	Killarney Station Concession	\$1,674.28	\$1,674.28
					Sub-Total:	\$1,674.28	\$1,674.28
1000707.298	1/8/2013	West Orange Trail Bikes & Blades Company-Check for \$922.96	Sold Bruce Chamberlain - Killarney Station Vendor	989424	Killarney Station Concession	\$922.96	\$922.96
					Sub-Total:	\$922.96	\$922.96
1000730.298	2/7/2013	West Orange Trail Bikes & Blades Company-Check for \$1350.36	Sold Bruce Chamberlain - Killarney Station Vendor	996167	Killarney Station Concession	\$1,350.36	\$1,350.36
					Sub-Total:	\$1,350.36	\$1,350.36
1000738.298	3/4/2013	West Orange Trail Bikes & Blades Company-Check for \$1233.77	Sold Bruce Chamberlain - Killarney Station Vendor	1002054	Killarney Station Vendor	\$1,233.77	\$1,233.77
					Sub-Total:	\$1,233.77	\$1,233.77
1000746.298	4/7/2013	West Orange Trail Bikes & Blades Company-Check for \$1608.81	Sold Bruce Chamberlain - Killarney Station Vendor	1009391	Killarney Station Vendor	\$1,608.81	\$1,608.81
					Sub-Total:	\$1,608.81	\$1,608.81
1000750.298	5/7/2013	West Orange Trail Bikes & Blades Company-Check for \$1127.78	Sold Bruce Chamberlain - Killarney Station Vendor	1017169	Killarney Station Vendor	\$1,127.78	\$1,127.78
					Sub-Total:	\$1,127.78	\$1,127.78
1000761.298	6/10/2013	West Orange Trail Bikes & Blades Company-Check for \$1005.82	Sold Drop-In Customer - Killarney Station Vendor	1025128	Killarney Station Vendor	\$1,005.82	\$1,005.82
					Sub-Total:	\$1,005.82	\$1,005.82
1000769.298	7/8/2013	West Orange Trail Bikes & Blades Company-Check for \$849.24	Sold Bruce Chamberlain - Killarney Station Vendor	1032254	Killarney Station Vendor	\$849.24	\$849.24
					Sub-Total:	\$849.24	\$849.24
1000777.298	8/2/2013	West Orange Trail Bikes & Blades Company-Check for \$846.85	Sold Bruce Chamberlain - Killarney Station Vendor	1038354	Killarney Station Vendor	\$846.85	\$846.85
					Sub-Total:	\$846.85	\$846.85

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Transaction Audit Report by Receipt

Transaction Date: 10/01/2012 through 09/30/2013
 Companies: West Orange Trail Bikes & Blades Company
 Receipt #: 0 to 9999999

Receipt #	Date	Payer/Refundee(s)	Transaction Description	Fee ID	Fee Information	Amount Charged	Amt Paid / Refunded
1000788.298	9/9/2013	West Orange Trail Bikes & Blades Company-Check for \$971.29	Sold Bruce Chamberlain - Killarney Station Vendor	1046659	Killarney Station Vendor	\$971.29	\$971.29
					Sub-Total:	\$971.29	\$971.29
3000814.298	10/1/2012	West Orange Trail Bikes & Blades Company-No Money for \$0.00	Sold Bruce Chamberlain - Killarney Station Vendor	971861	Killarney Station Concession	\$0.00	\$0.00
					Sub-Total:	\$971.29	\$971.29
					Totals:	\$13,541.33	\$13,541.33

Transaction Audit Report by Receipt

Transaction Date: 10/01/2013 through 07/28/2014
 Companies: West Orange Trail Bikes & Blades Company
 Receipt #: 0 to 9999999
 Voucher #: 0 to 9999999
 Non-Monetary #: 0 to 9999999

Receipt #	Date	Payer/Refundee(s)	Transaction Description	Fee ID	Fee Information	Amount Charged	Amt Paid / Refunded
1000796.298	10/8/2013	West Orange Trail Bikes & Blades Company-Check for \$908.25	Sold Bruce Chamberlain - Killarney Station Vendor	1053110	Killarney Station Vendor	\$908.25	\$908.25
					Sub-Total:	\$908.25	\$908.25
1000809.298	11/5/2013	West Orange Trail Bikes & Blades Company-Check for \$1027.38	Sold Bruce Chamberlain - Killarney Station Vendor	1058986	Killarney Station Vendor	\$1,027.38	\$1,027.38
					Sub-Total:	\$1,027.38	\$1,027.38
1000815.298	12/5/2013	West Orange Trail Bikes & Blades Company-Check for \$1650.78	Sold Bruce Chamberlain - Killarney Station Vendor	1064006	Killarney Station Vendor	\$1,650.78	\$1,650.78
					Sub-Total:	\$1,650.78	\$1,650.78
1000819.298	1/5/2014	West Orange Trail Bikes & Blades Company-Check for \$1158.30	Sold Bruce Chamberlain - Killarney Station Vendor	1069962	Killarney Station Vendor	\$1,158.30	\$1,158.30
					Sub-Total:	\$1,158.30	\$1,158.30
1000835.298	2/9/2014	West Orange Trail Bikes & Blades Company-Check for \$1345.84	Sold Bruce Chamberlain - Killarney Station Vendor	1078491	Killarney Station Vendor	\$1,345.84	\$1,345.84
					Sub-Total:	\$1,345.84	\$1,345.84
1000851.298	3/9/2014	West Orange Trail Bikes & Blades Company-Check for \$1194.25	Sold Bruce Chamberlain - Killarney Station Vendor	1085785	Killarney Station Vendor	\$1,194.25	\$1,194.25
					Sub-Total:	\$1,194.25	\$1,194.25
1000860.298	4/3/2014	West Orange Trail Bikes & Blades Company-Check for \$1832.12	Sold Bruce Chamberlain - Killarney Station Vendor	1091216	Killarney Station Vendor	\$1,832.12	\$1,832.12
					Sub-Total:	\$1,832.12	\$1,832.12
1000874.298	5/5/2014	West Orange Trail Bikes & Blades Company-Check for \$1387.30	Sold Bruce Chamberlain - Killarney Station Vendor	1099573	Killarney Station Vendor	\$1,387.30	\$1,387.30
					Sub-Total:	\$1,387.30	\$1,387.30
1000883.298	6/8/2014	West Orange Trail Bikes & Blades Company-Check for \$968.26	Sold Bruce Chamberlain - Killarney Station Vendor	1108169	Killarney Station Vendor	\$968.26	\$968.26
					Sub-Total:	\$968.26	\$968.26
1000887.298	7/6/2014	West Orange Trail Bikes & Blades Company-Check for \$856.80	Sold Bruce Chamberlain - Killarney Station Vendor	1115425	Killarney Station Vendor	\$856.80	\$856.80
					Sub-Total:	\$856.80	\$856.80
3000982.298	11/5/2013	West Orange Trail Bikes & Blades Company-No Money for \$0.00	Sold Bruce Chamberlain - Killarney Station Vendor	1058982	Killarney Station Vendor	\$0.00	\$0.00
					Sub-Total:	\$0.00	\$0.00
3001063.298	5/5/2014	West Orange Trail Bikes & Blades Company-No Money for \$0.00	Sold Bruce Chamberlain - Killarney Station Vendor	1099568	Killarney Station Vendor	\$0.00	\$0.00

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Transaction Audit Report by Receipt

07/28/2014

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Transaction Date: 10/01/2013 through 07/28/2014
 Companies: West Orange Trail Bikes & Blades Company
 Receipt #: 0 to 9999999
 Voucher #: 0 to 9999999
 Non-Monetary #: 0 to 9999999

Receipt #	Date	Payer/Refundee(s)	Transaction Description	Fee ID	Fee Information	Amount Charged	Amt Paid / Refunded
					Sub-Total:	\$0.00	\$0.00
					Totals:	\$12,329.28	\$12,329.28