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February 1, 2018

**REQUEST FOR PROPOSAL
GOLF COURSE FOOD AND BEVERAGE CONCESSIONS
(CON-G17-007)**

QUESTIONS & ANSWERS No. 3

Final Response

1. Question: Who is the new bathroom to be installed on the first floor of the Wilson Harding Clubhouse intended to serve? Since its entry will be from the outside, is it to serve women?

Answer: It is intended to serve women and be ADA accessible.

2. Question: Is alcoholic beverage license included in the packages offered by the City? Or does the awarded entity have to buy the ABC license from the current operator of the Concession?

Answer: The alcoholic beverage license is not included in the packages offered by the City. They are held by the current operators, respectively – they are not in the name of the City. They are site specific and it is recommended you check directly with ABC. New operators often transact a transfer of the license from the previous operator at ABC's market value. Otherwise, a new operator will need to apply for a new alcoholic beverage license. The City is aware of the potential delays to restart alcoholic beverage service.

3. Question: What is the status of the non-City owned equipment currently existing at each concession? Are they going to be part of the contract or do we have to purchase it from the current operator?

Answer: Non-City owned equipment is personal property of the current operator. It is not part of the contract. New operators are not required to purchase the personal property of the former operator.



4. Question: In the RFP it states “Concessionaires will be required to use a point of sale system that is compatible with RAP’s golf management and reservation system.” As such, (a) can you please provide all necessary information to identify point of sale systems that will be compatible with RAP’s ‘golf management and reservation system? (b) Which golf food and beverage sites currently have compatible point of sale systems?

Answer: (a) By compatible, the Point of Sale System (POS) of the respective Golf Restaurant/Cafe must establish, in collaboration with the City, a financial data export interface to the City's Golf Management and Reservation System whereby the financial data provides any and all of the customer payment transactions and details for all products and services sold. As an alternative, the concessionaire may choose to use the City's Golf Management and Reservation System's POS if it is found to meet the operational needs of the restaurant/café.

(b) In the meeting of October 3, 2017, the Board of Referred Powers acting in lieu of the RAP Board of Commissioners awarded a new contract with EZLinks Golf LLC, for acquisition and implementation of a Golf Management and Reservation System. Final approval of this contract is pending, but it’s estimated that implementation of the system will occur in Spring 2018.

5. Question: In order to plan and budget, in compliance with the Living Wage Ordinance, please provide the following information on current employees at the venues: job title, responsibilities, schedule, salaries, and experience.

Answer: Staffing needs and resulting budget are operator specific. Each proposer is required to formulate their own based on their individual business plan, level of sales and service, and specific needs of their operation. To ensure LWO compliance, please visit <https://bca.lacity.org/living-wages-ordinance-lwo> for more information.

6. Question: Please list the venues that do not currently have electrical sub-meters and will need to have an electrical sub-meter installed.

Answer: All RFP package locations have a separate electric meter except for Sepulveda. At Hansen Dam, an electric meter was found but is undetermined if it serves the restaurant exclusively.

For additional tours of golf facilities please contact stanley.woo@lacity.org to make an appointment.

7. Question: Is there going to be assigned parking for the Rancho Park Golf Course restaurant?

Answer: Two parking spaces are allocated for restaurant staff. There will be no allocation of parking spaces for restaurant guests. RAP welcomes proposals to include valet parking service within the golf and restaurant shared parking lot as an amenity to the restaurant.

8. Question: The RFP Exhibit C (Sample/Draft Agreement), Section 10.F states the Concessionaire shall be responsible for pest control in and around the Premises... in or on structures, or areas used and maintained by Concessionaire. Will the City provide pest control for shared areas and public spaces under operation and control of the City?

Answer: Yes, Section 10.F also states the Department of Recreation and Parks shall be responsible for pest control if pests are found in or on structures or areas maintained by RAP, such as: shared spaces, starter offices, pro shops, restrooms, and other facilities occupied in part by Concessionaire but maintained by RAP; and other areas, structures, or facilities adjacent to the Premises, but not used by or under the control of Concessionaire, or areas, structures, or facilities shared by Concessionaire and RAP.

9. Question: How late can the restaurant, bar, and banquet hall stay open at Rancho Park Golf Course?

Answer: The Rancho Golf parking lot is typically locked by 10:10 p.m. beginning at 10:00 p.m.

Currently, patrons and Concessionaire staff at Rancho Park Golf Restaurant are permitted at the facility until 10:00 p.m.; and 12:00 midnight for special events preapproved by RAP, whereas the Concessionaire secures the parking lot.

RAP is willing to explore the feasibility of allowing the restaurant to operate beyond the 10:00 PM time, however that may require revisions to the Los Angeles Administrative Code and may necessitate additional site security measures.

10. Question: At Rancho Park, does RAP intend to add lighting to the parking lot to assure safety and comfort for patrons visiting the restaurant after dark?

Answer: There are no active plans to upgrade any parking lot lighting.

11. Question: For Rancho Park Clubhouse, does City or RAP have existing building drawings/plans that can be provided in CAD and/or PDF?

Answer: Clubhouse plans – date unknown, have been located for Rancho Park and can be found as a PDF file on LABAVN.

12. Question: In Exhibit L for Rancho Park it states the minimum required capital improvements to be completed include remodel/reconfiguration of the main lobby and restrooms however in exhibit F (Restaurant Floor Plan) the lobby and bathrooms are indicated as areas not included in the concession premises. Are the main lobby and bathrooms required areas of refurbishment; or optional areas?

Answer: Proposals must include refurbishment to Rancho Park Golf's main lobby and restrooms. These spaces will remain as shared/public areas and not become part of concession premises. RAP Golf will maintain these shared spaces.