



REQUEST FOR PROPOSAL
**PROFESSIONAL GOLF COURSE MANAGEMENT AND MAINTENANCE
OF
LITTLE HARBOR COUNTRY CLUB**

QUESTIONS & ANSWERS

Received until 11:00 am April 1

Questions answered with To Be Determined (TDB), are for items we are still working on. As the answers become available the Town's website and Commbuys will be updated.

1. Q. I have read the RFP thoroughly and believe you are looking for a management company to only maintain the golf course and not the golf operations side of the business at this time.

A. *"It is essential that the Town of Wareham retain the services of a Management and Maintenance firm with adequate background to provide Professional Golf Course Management and Maintenance inclusive of Pro Shop, food and beverage operations to the Town of Wareham Golf Course, known as Little Harbor Country Club so that the residents of Wareham will be assured they will be provided a golf facility that is expertly maintained."* (page 3 of the RFP)

2. Q. Does the town plan on operating and staffing the daily business of the golf operations side?

A. . *No.*

3. Q. Would the town be interested in a PGA/LPGA Golf Professional to assist with the golf operation, golf instruction and tournament operation to add value to the golf experience and to grow the game and rounds at LHCC?

A. *Yes, the Town would expect a PGA/LPPGA Golf Professional to be available/on staff with the Contractor.*

4. Q. Is there additional information: rounds or income that might help us in making a bid decision?

A. *Yes, Please contact the current Club owners.*

5. Q. Please provide a clear definition or dollar value threshold for improvements to the golf course, maintenance building, clubhouse, out buildings, grounds, irrigation, and pumping system.

A. TBD

6. Q. Please provide list of all utilities that the operator is responsible for as they relate to golf course, clubhouse, out buildings, irrigation, pumping system beyond those listed (electricity, heat, telephone/fax, internet). Is the operator responsible for the cost of septic tank pumping?

A. The Contractor is responsible for all operational costs.

7. Q. Please provide copy of invoice and terms for Tom Irwin chemical purchase for which the operator will be responsible.

A. Please contact the current Club owners.

8. Q. Please confirm Town's commitment to upgrade equipment as needed or to reimburse operator for the purchase of any new equipment dedicated to the maintenance of the Little Harbor Country Club.

A. Equipment upgrades would be discussed with the advisory Little Harbor Golf Committee.

9. Q. Will the Town remove all hazardous chemicals from the maintenance facility, clubhouse, outbuildings, club grounds prior to the start of the contract? If not, will the operator be reimbursed, or will the Town pay for such removals once the contract begins so as to avoid any dangerous or hazardous conditions which may exist?

A. Not Applicable.

10. Q. On page 22 paragraph 1 the RFP states that the Contractor is not responsible for maintaining the parking lot. Please confirm that the Town will maintain the parking lot including snow removal, general clean up etc. If not, please clarify.

A. The Contractor would not be responsible for defects in the parking lot; ie resurfacing, line painting, pot holes. Snow removal, general cleanup, etc. are the responsibility of the Contractor.

11. Q. Will the Town certify that all conditions on the property meet Town code and regulatory standards? If not, will the Town pay for the rectification of such conditions at time of contract or during the contract if these conditions are later found?

A. Yes.

12. Q. It was noted during the walk through that the putting green was significantly damaged by the current owner. Will this damage be repaired prior to the new operations contract? If not, will the new operator be responsible for the cost of such repairs?

A. TBD

13. Q. Please clarify all testing requirements for all monitoring wells. Are there monitoring wells on the property?

A. [Please contact current owner.](#)

14. Q. Please confirm that the domain name www.littleharborcountryclub.com will be transferred to new operator.

A. [Yes.](#)

14. Q. Please confirm that liquor license transfer can be expedited by Town so as not to impact operations and revenue opportunities.

A. [Yes.](#)

15. Q. Please provide the expected cost of the liquor license transfer (both seasonal and year-round).

A. [The ABCC charges \\$200 and the Town Charges \\$235 to transfer an all liquor license for a total of \\$435.00.](#)

16. Q. What jurisdiction/parameters will the golf commission/committee have over us?

A. [The Little Harbor Golf Commission is an advisory board providing oversight to help the Town Administration manage the property.](#)

17. Q. What are the dimensions of the golf course (Greens, Tees & Fairways) in square feet or acres?

A. [Fifty-four \(54\) plus or minus acres](#)

18. Q. Can the current owners supply us with the Tom Irwin spray program?

A. [Please contact the current owners.](#)

19. Q. What chemical is on order from Tom Irwin and any other vendors? (see above)

A. [Please contact the current owners.](#)

20. Q. Is the Operator responsible for Property taxes or does the Town now pay these taxes as is customary in Municipal Operational Lease Agreements?

A. No, the Town is the owner of the property.

21. Q. Is there an opportunity to expand food and beverage services within the existing structure?

A. [Possibly.](#)

22. Q. Is there an opportunity to serve the beach from the golf course operations (food and beverage) or would this require a separate license?

A. **The Town is interested in this happening but it would require a separate liquor license.**

23. Q. Please provide a list of the names of the Companies that signed into the Mandatory Pre-Bid meeting on Tuesday, March 29, 2022.

A. **Please see the attached sign in sheets.**

24. Q. Since the Memberships for 2022 have already been “pre-sold” will that income be turned over to the operator awarded the RFP when the contract starts May 1st? Or will a portion of it be turned over, often in similar situations like this Membership Sales are spread over an 8 month golf season, April through October, so would 7/8 of the revenue be turned over?

A. **TBD**

25. Q. Seasonal Full Liquor License – what will be the process of a transfer of license?

A. **First the new Contractor must go into the ABCC website and apply for the transfer. Once complete, print your confirmation and go to <https://warehamma.viewpointcloud.com/categories/1080>, click on Liquor License and complete the application with the Town.**

26. Page 10, Envelope 11 Price Proposal – request to strike and delete “provide an estimated staffing plan” as I do not feel that data should be provided in the price proposal and ma not coincide with Chapter 30B regulations.

A. **The Town agrees to delete the requested section from the RFP as there is no violation of Chapter 30B regulations.**

27. Q. Page 24, Annual Chemical Usage Report: Please provide the number of monitoring wells? Please provide the extent of testing required, and or a dollar limit that the contractor will not have to exceed in spending for this water testing.

A. **TBD**

28. Q. Page 52, Price Bid Proposal: if the base bid the Contractor submits to operate the golf course is not covered by the revenue brought in by the golf course will the Town be making up the shortfall to cover the contractors operating expenses?

A. **No.**

29. Q. Page 56-58 Cart and Equipment Inventory Lists: Future Cart and Equipment Replacement – what will be the procedure and who will be responsible for future equipment replacements

A. **The Contractor will be asked to meet with the Little Harbor Golf Committee to review the request(s). The Chairman of the Committee will then meet with the Town Administrator for discussion and decision.**

SIGN IN 3.29.22

Peter Wulst - NORTHEAST GOLF COMPANY

Robert McNeil " " "

Trey Jensen " " "

Doug Snyder " " "

Kevin Osgood Sterling Golf Management, INC

Bob Miller - Miller-Goulart Golf Mgt. INC

Joe Goulart " " " "

Jay Miller Sterling Golf Mgt

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