

ADDENDUM NO. 1

RFP NUMBER: _____175560_____

RFP TITLE: _____RFP for Golf Courses Consultant Services_____

DEPARTMENT: _____Public Works_____

COMMODITY: _____Consultant_____

DATE OF ADDENDUM: _____September 21, 2018_____

RFP DUE DATE: _____October 4, 2018_____

RFP DUE TIME: _____4:00 p.m., e.s.t._____

REASON: ANSWERS TO QUESTIONS

(SIGNED): _____(DATE): _____

(COMPANY): _____

Sign one (1) copy of this page and return it with your proposal, or separately and clearly labelled only if your proposal has already been submitted, to the Purchasing Department (email: dmkeylon@chattanooga.gov; or fax to 423-643-7244 Attn: D Keylon; or mail to Purchasing Dept., Attn: D Keylon, 101 E. 11th Street, Suite G-13, Chattanooga, TN 37402.

Retain a copy for your file.

ADDENDUM NO. 1
QUESTIONS AND ANSWERS

RFP NUMBER: ____175560____

RFP Name: ____ Golf Courses Consultant Services____

Question: Can you outline the titles/responsibilities of the five employees at each course?

Answer: There is a golf coordinator at each course. They manage all golf activities, they have only part-time employees. Each course has a superintendent, a full time mechanic and two full time crew workers and several part-time employees for course maintenance.

Question: Are there also part time employees at each course and if so, approximately how many in season?

Answer: Approximately 20 per course.

Question: Is the golf course maintenance done by the employees or through an outside contractor?

Answer: Employees

Question: Is there a PGA or LPGA Golf Professional working as a contractor at either course?

Answer: No

Question: Is there a driving range at each course?

Answer: 1 course has range.

Question: I could not locate any financial information on the website...can you share the most recent year's revenues and expenses by course?

Answer: Specific data can be provided when contract is awarded. Budget for both is a total of 1.7 million, revenues are approximately 1.5 million.

Question: What were the total number of rounds played in each of the past few years on both courses?

Answer: FY16 - 59,154, FY17 - 59,794, FY18 - 55,232

Question: How many Annual Pass holders are there at each course (or does one Annual Pass get you both courses)?

Answer: You can buy for one course or both. There are a total of 177 for both courses.

Question: Is there a logo for each course?

Answer: Yes

Question: Does the local First Tee Chapter use these courses?

Answer: Yes

Question: Do the local high schools use these courses?

Answer: Yes

Question: How many contacts do the courses have in their database (both email and home addresses)?

Answer: We are currently trying to assess that as we convert to new POS software. The new vendor is having trouble extracting the old data - it appears we have some customer info on approximately 15,000. How much of this can be imported into the new software is unknown.

Question: Website info a bit confusing—can a golfer make a tee time 2 days in advance or 5 days in advance?

Answer: 5

END