

# MEMORANDUM



Financial Management  
Purchasing Division  
1112 Manatee Ave West  
Bradenton, FL 34205

## MANATEE COUNTY FLORIDA

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[www.mymanatee.org](http://www.mymanatee.org)

DATE: March 2, 2011  
TO: All Interested Proposers  
SUBJECT: **ADDENDUM 2 - Request For Proposal # 11-0481-BG: Public Golf Course Operations**

The following items are issued to add to, modify, and clarify the proposal document and shall be considered as if contained in the original Request For Proposal document.

**The deadline for clarification of questions is now 5:00 pm on Friday, March 11, 2011**

Reminder: The County shall not be responsible for oral interpretations given by any County employee, representative, or agent. The issuance of a written addendum by the Purchasing Official's Office is the only official method whereby interpretation, clarification or additional information can be given.

**Proposals will be received until 4:00 pm Friday March 18, 2011.**

**Any proposals received after the stated time and date will not be considered. It shall be the sole responsibility of the proposer to have their proposal delivered to the Manatee County Purchasing office for receipt on or before the stated time and date**

This addendum and the PDF documents have been directly emailed to proposers, and: All of the proposal documents, inclusive of this Addendum #2 and the PDF documents included in this Addendum #2 are available for direct download from:

<http://www.mymanatee.org>. All Proposal documents are available for download in a portable document format (.PDF) file on this Manatee County web page on the Purchasing tab under "Bids and Proposals". The PDF documents provided with this Addendum #2 are:

- Bond Amortization and Gen Fund Advance reports
- Soil Analysis in color
- Effluent Data 2010
- Detailed Equipment List
- Pay Allocations Golf Course Employees
- October-February Discount Total Rds 3-2-11
- Manatee GC Depr Rpt
- Buffalo Creek GC Depr Rpt

## **Request For Proposal # 11-0481-BG: Public Golf Course Operations**

### **ADDENDUM # 2**

Page two of three

In addition to the information provided in the attached documents, the following questions were presented:

- Q1: Is there an amortization schedule on the balance of the debt for both properties.  
A: Yes, the information is included in the attached PDF titled Bond Amortization and Gen Fund Advance report.
- Q2: Some of the equipment looks like it is shared with the Parks and Recreation Department, do you have a complete equipment list that will be provided and how is capital purchases for equipment to be handled in the future?  
A: Current golf course equipment, for the most part, is not shared with other Parks and Recreation Divisions. An equipment list in PDF form is attached to this addendum. Future purchase of equipment will be completely up to the successful proposer. County equipment listed in the attachment here may be purchased from the County by proposers on a "make offer" basis.
- Q3. The County pumps water out of the effluent treatment facility, do you have the results of recent water tests to show the quality of the water being produced?  
A: Yes, the information is included in the attached applicable PDF titled "Effluent Data 2010".
- Q4. Does the County have recent soil tests to show pH and N:P:K ratios and sodium and calcium levels?  
A: Yes, the information is included in the attached PDF titled "Soil Analysis in color".
- Q5. Will you be able to provide financials for last 2 fiscal years (2007-2008 & 2008-2009)?  
A: Financials for Fiscal Years 2008/2009 and Fiscal Years 2009/2010 were provided in Addendum No. 1.
- Q6. Do you have a table or a chart which shows current staff payrate (annual or hourly) and amount earned for last year?  
A: Please find this information in the attached PDF titled "Pay Allocations Golf Course Employees".
- Q7. When looking at the financial summary report, what is included in other contractual services and indirect cost services line items?  
A: Contracted services line items are expenses incurred for any type of service the golf courses contract out. The following types of services have been applied to this line item: pest control, software support, janitorial services, aerification service, aquatic weed control service, parts washer service, electrical repair service. Indirect cost expense is determined from a cost allocation plan to recovery costs from central service departments within the County from enterprise funds (golf courses).
- Q8. Do you have rounds information for November, December 2010 and January, February 2011?  
A: Please see the attached PDF titled October – February Discount Total Rds 3-2-11 for information on the total number of rounds played at each course and of those the amount of rounds that were discounted.

**Request For Proposal # 11-0481-BG: Public Golf Course Operations**

**ADDENDUM # 2**

Page three of three

9. The following details supersede some details previously offered in Section E, pages 22 and 23.

Buffalo Creek and Manatee Golf Course Height of Cut

- Tees cut .50"
- Fairways cut .625 - .75
- Roughs cut at 1.5"
- Driving Range cut .75"
- Driving Range tee cut .50"

Sand Traps

- Buffalo Creek – 40
- Manatee – 47

Sprinkler Heads

- Buffalo Creek – 758, 16 controller stations
- Manatee – Toro 387, 13 controller stations

Turf Variety

Both Buffalo Creek and Manatee Golf Course offer the same greens, Tifdwarf and all else is Bermuda 419.

Irrigation

Manatee Golf Course pump station is a variable speed type boosting the direct feed of water from the plant through a six inch (6") discharge line, operates around 900 gpm maximum.

Buffalo Creek Golf Course pulls irrigation from the lake by turbine type pumps and discharges through a twelve inch (12") pipe at a maximum of 1,000 gpm.

Manatee greens were constructed by USGA specifications without the choker layer. Six inch (6") depth drain basin with four inch (4") herringbone shaped drainage in a half inch (1/2") shell or pea gravel, twelve inches (12") of 90/10 USGA specification greens profile mix.

Buffalo Creek's greens are ten inches (10") of sand and native peat on top built 23 years ago. The exception to this are greens number 4, 11 and 12 which are constructed to USGA specs (as described above).

**END OF ADDENDUM NO. 2**

The deadline for submitting sealed Proposals at the Manatee County Purchasing Division, 1112 Manatee Avenue West, Suite 803, Bradenton, Florida 34205 is **4:00 p.m. on March 18, 2011.**

Sincerely,

  
R.C. "Rob" Cuthbert, C.P.M., CPPO  
Purchasing Official

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