



November 17, 2020

RE: Addendum 1, City of Marina Request for Proposals to Lease the Marina Equestrian Park and Provide Recreational Facilities and Programs to the Public.

**The due date for receipt of Proposals has been changed to January 4, 2021 by 5:00 p.m. All potential proposers shall indicate receipt of Addendum 1 in their proposal.**

Question 1: Regarding the property currently owned by the Marina Equestrian Association (the "MEA"), how will the City address this as part of the Request for Proposals (the "RFP") process?

Answer: During and after the fixed term of the Operating Agreement between the City and the MEA, the MEA has been required to provide the Recreation & Cultural Services Director with a written list of the trade fixtures, furnishing, personal property, equipment and materials the MEA has placed in or on the premises which are subject to removal upon termination of the Operating Agreement. Any such list(s) will be used for that purpose. Fixtures remain a part of the premises.

MEA will be given the opportunity to remove its property in the event that a concessionaire agreement is awarded to another entity. All improvements and additions or alterations to existing improvements made by MEA required the prior written approval of the City and become the property of the City without payment of compensation or, in the alternative, the City may require MEA at its expense to remove same and restore any altered improvements to their condition as of January 2000.

Question 2: What is the City's intent related to the current state of the existing buildings: fix/improve/pass along as is? How will the City handle ADA compliance of the buildings/facility? Who is responsible to make improvements as needed?

Answer: It is anticipated that the term of a new concession agreement and associated occupancy by a lessee will commence based on the buildings in their current, "as-is" condition. The lessee and the City will work together to develop a scope of work, and estimated cost and potential cost-sharing, for building improvements that support programming and accessibility for the park.

Question 3: Will the members of MEA be given notice if another concessionaire is chosen, and how long will the notice be?



Answer: The fixed term of the Operating Agreement ended on January 31, 2005, and MEA's tenancy has continued as a month-to-month holdover tenancy since that time and accordingly MEA is entitled to not less than 30 days' prior written notice of termination of the Operating Agreement.

Question 4: Who decides on the final concessionaire/who makes the final decision? When will a selection decision be made? Does the National Parks Service (NPS) have any approval authority? What happens if NPS does not approve the City's selection?

Answer: A tentative timeline, subject to change as noted, is provided in the Request for Proposals. Proposals will be reviewed and rated by City staff according to the criteria set out in the Request for Proposals. Staff will make a recommendation to the City Council, who has the final authority to enter into a concession agreement if any is made. The selection will be made according to the schedule included in the RFP or as modified through any addenda issued. NPS will review the concession agreement to determine if the proposed use and agreement conforms with the Program of Utilization and deed restrictions, both documents are attached to the original RFP.

Question 5: Does the \$850,000 capital project for park infrastructure in the Capital Improvement Program (CIP) include the NPS fund that MEA has paid into, or is that a different fund/available for the new lessee?

Answer: No. The selected lessee and the City will work together to develop a scope of work and cost for building improvements that support programming and accessibility for the park.

Question 6: Will there be access to see inside all the buildings?

Answer: Yes. The City will work with the MEA to provide access to all buildings.

Question 7: Has the HAM radio club been notified/are they interested/what do they pay in rent?

Answer: The City has reached out to the HAM radio club throughout the park planning process and will continue to do so. The HAM radio club has expressed an interest in continuing their program. All programming ultimately must conform to the Program of Utilization. Any rent from the HAM radio club is deposited in a separate NPS fund. Use of



NPS funds is a City Council decision. Proposals should not include cell tower funds in the pro forma.

Question 8: Will the cell tower rent be kept by the City or given to the new lessee?

Answer: Rent from the cell tower is deposited in a separate NPS fund. Use of NPS funds is a City Council decision. Proposals should not include cell tower funds in the pro forma.

Question 9: Who will be the stakeholder on the selection committee?

Answer: No stakeholders have been identified to be on the committee. Proposals will be reviewed and rated by City staff according to the criteria set out in the Request for Proposals. Staff will make a recommendation to the City Council who has the final authority to enter into a concession agreement if any is made.

Question 10: Is the property north of the existing equestrian use available for programming as part of proposals? Would overnight camping be allowed on the northern portion of the property?

Answer: The entire park site is available for programming. Overnight camping is a possible use within the park. The park is zoned "Open Space" which allows for camping with an approved Conditional Use Permit.

Question 11: If the City receives no single concessionaire proposal, but there are multiple partial proposals, would the City consider joint operation?

Answer: The City is interested in entering into a concession agreement for programming for the complete park site. Proposers are encouraged to submit joint proposals with various entities if needed to propose comprehensive programming.

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Sincerely,

Brian McMinn, P.E., P.L.S.  
Public Works Director/City Engineer