

Questions and Answers posed for the 2011 Kayak Permit RFP Process

Question #1) If a concessionaire has historically operated with more than the suggested maximum of fifteen tours, would a proposal for more than fifteen tours be considered “reasonable” as mentioned in the RFP?

Answer: The range given in the RFP is the desired range; however each proposal shall be evaluated based on the criteria stated and the specifics in the proposal.

Question #2) Who will the evaluation panel consist of?

Answer: The current plan is to have a three person evaluation committee that consists of a Lifeguard supervisor, a Park and Recreation supervisor, and a public safety supervisor from outside the City of San Diego.

Question #3) Is there a predetermined number of permits to be allocated? If so, how many?

Answer: No.

Question #4) If we ask for more than fifteen tours will that have a negative weighting on the proposal?

Answer: The range given in the RFP is the desired range; however each proposal shall be evaluated based on the criteria stated and the specifics in the proposal.

Question #5) Have there been any thoughts about regulating Friday – Sunday versus every day during the peak season? If so what was the decision based on?

Answer: Per the RFP the City plans on regulating kayak tours everyday of the week during the Peak Summer season. This decision was made based on increased activity levels observed during the previous three years by on duty lifeguard staff, with the goal of the City to ensure a safe operating environment.

Question #6) For large groups (schools, non profits, etc...) that have typically been done during the week, will the City be willing to grant a special permit for those activities on a case by case basis.

Answer: Per the RFP, the City has the authority to make changes to the tour schedule and individual rentals at any time.

Question #7) What Departments will be on the selection committee? And how many people will be on the selection committee?

Answer: The current plan is to have a three person evaluation committee that consists of a Lifeguard supervisor, a Park and Recreation supervisor, and a public safety supervisor from outside the City of San Diego.

Question #8) Will there be a lifeguard in the water this summer?

Answer: No budget increases have occurred to provide for additional lifeguard staffing, however the Lifeguard Service will review the ambassador staffing plan and will make staffing decisions based on operational priorities and available budget.

Question #9) What is the timeline for the approval process? Does this go before City Council and/or a Council subcommittee?

Answer: The time line is posted in the RFP and it is not scheduled to be heard by the City Council or a subcommittee.

Question #10) Will unauthorized vendors that have operated without a concession permit be considered?

Answer: All proposals that are submitted correctly will be considered.

Question #11) Will operators that have operated without a concession agreement with the City, be allowed to have their time operating “illegally” count toward the minimum experience requirement?

Answer: Submitted proposals will be evaluated based on the information provided in the proposals.

Question #12) Will preference be given to operators that performed well (based on percentage fees) during the last RFP?

Answer: Proposals will be evaluated based on the criteria stated in the RFP.

Question #13) Will the City be conducting a performance review from the last RFP?

Answer: The selection committee will evaluate the criteria stated in the RFP, including Professional Experience.

Question #14) Will the City be evaluating concession fees in order to substantiate concession fees?

Answer: Concession fee percentages are stated in the RFP.

Question #15) We charge a sitting fee to our clients to work with them to create images. Would this be the amount upon which a fee is calculated for use of the boat launch?

Answer: Kayak rentals and tours are evaluated for fee's per the RFP.

Question #16) If I were granted a permit, to do adventure photography of water sports at La Jolla Shores, could my clients be photographed out in the water without helmets?

Answer: Companies will be required to comply with approved operating plans.

Question #17) Does the Kayak Concession agreement give the concessionaires awarded permits the right to engage in other commercial activities besides kayak rentals and kayak tours that would normally violate municipal code 63.20.20 such as photography?

Answer: Companies need to comply with activities listed in the permit. The City has the right to approve changes to the permit or require changes be made if appropriate.

Question #18) Do the Lifeguards and the Department of Real Estate Assets recognize the activity of photography as an industry and classification unto itself?

Answer: As it relates to the Kayak RFP photography of kayak tours and rentals would need to be part of an approved operating plan for permit holders.

Question #19) Will the buoy by Razor Reef be put back to where it was during the summer?

Answer: That is unknown. The Lifeguard Service will evaluate the placement of buoys on a case by case basis and recommend changes accordingly.

Question #20) Will there be a guideline that constitutes Surf Alert conditions, so that we can logistically prepare the day?

Answer: No. The decision to implement Surf Alert conditions will be at the sole discretion of the area sergeant. There are too many factors that dictate the relationship between ocean conditions and the safety of kayak operations to have a set guideline.

Question #21) Will a proposer be disqualified for requesting more or less than the “suggested range of 3-15 tours”?

Answer: No. The range given in the RFP is the desired range; however each proposal shall be evaluated based on the criteria stated and the specifics in the proposal.

Question #22) Will a proposer be penalized in the RFP for requesting more or less than the suggested range of 3-15 tours?

Answer: The range given in the RFP is the desired range; however each proposal shall be evaluated based on the criteria stated and the specifics in the proposal.

Question #23) Would a proposer be ranked lower for requesting more or less than the suggested range of 3-15 tours?

Answer: Each proposal shall be considered based on the merits of the proposal and the criteria stated in the RFP.

Question #24) If a concessionaire requests more tour time slots than they have been allocated in the prior RFP based on financial data, will concessionaires proposal be considered “unreasonable” and therefore be disqualified, penalized or ranked lower?

Answer: This is a new RFP and proposers have the opportunity to propose how they want to operate. Each proposal shall be considered based on the merits of the proposal and the criteria stated in the RFP.

Question #25) Will all 54 time slots be awarded?

Answer: The City plans on awarding all 54 time slots.

Question #26) If a concessionaire requests more tour time slots than their performance reviews or financial history would substantiate as “reasonable” as mentioned in the RFP will concessionaires proposal be considered “unreasonable” and therefore be disqualified, penalized or ranked lower?

Answer: Proposers have the ability to propose how they wish to operate, and each proposal shall be considered based on the merits of the proposal and the criteria stated in the RFP.

Question #27) Will the “wild card” tour option be available in 2012?

Answer: Most likely. The City shall evaluate operations and determine if individual rentals can be converted into additional tours.

Question #28) Will operator’s responses to the previous RFP be referenced to insure authenticity?

Answer: The City will be evaluating the current RFP proposals.

Question #29) Can the minimum requirements for guides be included in the proposal in its own section or another section, and not in the operating plan as indicated on page 4?

Answer: Follow the instructions in the RFP.

Question #30) Is there an appeal process if a proposal is rejected by the review panel?

Answer: Bidders are allowed to file a formal protest with the City in compliance with San Diego Municipal Code section 22.3029 and San Diego City Council Policy 000-29. The appeal process explanation should be sent out to companies that are not awarded permits.

Question #31) Will rentals be allocated similar to tours or will they be allocated separately?

Answer: Proposals will be evaluated based on the merits of the proposal on a case by case basis. Per the RFP during Peak Summer there will be no more than 12 rentals allocated at any one time per concessionaire.

Question #32) In Section 5. Consideration: it states that the minimum fee will be established by the City based on historical use and proposals. If the City awards less slots and has reduced rentals to 12, that will impact our ability to reach the historical minimums. How will this be dealt with?

Answer: Proposals should include projected values based on proposal operations. Once a permit is granted the concessionaire can negotiate a different structure if warranted, based on the specifics of the approved permit.

Question #33) Can a proposal propose two options for certain components of the RFP? For example I have some ideas about certain parts of my proposal, but I believe the City may or may not find them favorable. If I propose two options for certain parts it allows the City to say “we would accept this, but not this”. Would this be an acceptable and/or favorable way to respond to the RFP?

Answer: Each proposal should meet the requirements listed in the RFP. Proposals should identify how the proposer would like to operate within the framework of the RFP. Each proposal shall be evaluated based on the criteria listed in the RFP.

Question #34) Will the proposer's be receiving a receipt for the \$2500.00 deposit/cashiers check?

Answer: Yes.

Question #35) How early can proposals be submitted (time of day)?

Answer: 9:00am

Question #36) Will Lifeguard Services be providing a proof of proposal receipt to the proposers?

Answer: Yes.

Question #37) How early can proposals be turned in in advance of the October 28 deadline?

Answer: Proposals can be turned in up to four days (Tuesday October 25, 2011) in advance of the deadline, during normal business hours (9:00am-4:00pm).