

***Below are questions that were asked by an interested proposal company for the Seacrest Boathouse RFP. Parks responses follow the questions.***

**QUESTION:** Can we get additional financial details about the current operation? Specifically details about the major expenses. Are there debt/loan payments being supported? If so, does any of this debt carry over to the new concessionaire? What is the % breakdown of the revenues from each of the 4 areas cited on page 3? Would it be possible to see the current concessionaire's balance sheet and P&L statement?

**ANSWER:** We would need to request a complete balance sheet statement from the operator and we do not have this at our disposal. The contract requires financial information at the request of Parks but it does not specify what they are. There is also some proprietary information that the current concessionaire feels should not be released since he is also submitting a proposal. I think that there is enough financial info for proposers to make a sound and educated submission. Lastly, any liens the concessionaire may have will not be transferred to the new operator.

**QUESTION:** Are the current boat, bike, and skate rentals outsourced/subcontracted to Alki Kayak Tours/Mountain to Sound Outfitters? If so, can we get a copy of the subcontractor agreement or at least learn of its general terms? If these business lines are subcontracted, who is responsible for maintaining and operating the rescue boat? The concessionaire or the rental subcontractor? Who is liable for things that might happen to rental customers? The concessionaire or the rental subcontractor?

**ANSWER:** The Kayak operation is a subcontract. That agreement is between the concessionaire and the subcontractor – we do not have a copy. The concessionaire is responsible for maintaining and operating the rescue boat and is also responsible for rental customers – unless that is spelled out in their subcontractor agreement. Ultimately the concessionaire is the prime contractor for the new lease.

**QUESTION:** Are the number of boats that we maintain negotiable?

**ANSWER:** Yes. The number of boats is negotiable but historically Seacrest is a boathouse. You can propose another component, but we prefer to have a few boats available year-round.

**QUESTION:** Could we propose an alternate revenue stream?

**ANSWER:** Yes.

**QUESTION:** Are we required to operate the rental business year-round?

**ANSWER:** Ideally.

**QUESTION:** Could we propose a "winter complement" to boat rentals?

**ANSWER:** Yes.

**QUESTION:** Can we get a timeline and descriptions of all tenant improvements or physical alterations made for the last 10 years?

**ANSWER:** From 1999 on, the following improvements were made:

Office remodel, Window R&R and materials, Lighting labor and materials, tile work, materials and labor-building Improvements; Security System, Install of a Window on North side of building for Divers to order from outside; Tables and Umbrellas, Glass display cabinets; Kitchen remodel with a Fire Suppression system for hood, Hood Assembly and Exhaust system, 3-Phase adapter, Telephone mechanical install, Dumpster for facility, Fence windbreak/cover; Safe, Vacuum Machine and Boat Ramp Repairs and Maintenance. They also installed a new floor, painted walls and recently remodeled the side room for a small 'bar' area.

**QUESTION:** What are the utility capacities?

Gas pressure, pipe size into the building?

**ANSWER:** Standard 5-7 in. water column. 1" meter

Electrical panel size?

**ANSWER:** 200 amps

Is the building wired for cable/telephone?

**ANSWER:** Yes.

Are all the sewer lines intact?

**ANSWER:** Yes. If same use of kitchen, needs a grease trap installed.

Are all the water/plumbing lines intact?

**ANSWER:** Yes.

**QUESTION:** Can we get a layout (to scale) of the premises and especially the kitchen, detailing equipment and utilities locations?

**ANSWER:** Please see and open the .tif attachment. This layout is from 1989 and doesn't have the current floor plan. We don't have a more current document.

**QUESTION:** Is any equipment guaranteed to remain or is that all negotiable with the current concessionaire?

**ANSWER:** Water heater and HVAC equipment to remain. Not sure about kitchen equipment. Generally only the equipment that is permanently installed (attached to walls) stays with the city. If a new operator is selected he/she may negotiate with the current concessionaire for any other equipment.

**QUESTION:** What is the current % being paid by the concessionaire?

**ANSWER:** Currently he pays 5% of Gross Sales less Sales Tax – due to the improvements made to the facility. We are asking for a minimum percentage of 10% in this RFP.

**QUESTION:** Are we obligated to pay the agreed percentage if we are operating at a loss?

**ANSWER:** Yes.

**QUESTION:** Are there any zoning restrictions for hours of operation, noise levels etc?

**ANSWER:** City codes are generally no loud noise after 10:00 PM. Operator is responsible for checking noise restrictions codes.

**QUESTION:** Are there any signage restrictions?

**ANSWER:** Yes but we'll have to provide that later. Parks must review and approve all signage proposals.

**QUESTION:** Is the current facility fully ADA compliant?

**ANSWER:** Yes.

**QUESTION:** Are there any current "unsuitable existing materials" as cited on page 4 of the RFP?

**ANSWER:** No – this is referring to any work the new operator may do.

**QUESTION:** May we use private companies for electrical work, garbage collection, and other maintenance or services we may require?

**ANSWER:** Yes – but our Parks crew will need to review to ensure compliance.

**QUESTION:** Are we responsible for the cleaning and upkeep of the wooden dock down to the water taxi as discussed in point B-7, page 15. For instance, if there is a storm and the dock is damaged, do we have to fix it?

**ANSWER:** No.

**QUESTION:** If awarded the concession permit, are we permitted to do a full set of inspections to verify building conditions before accepting?

**ANSWER:** Yes.

**QUESTION:** Will any preference be given to businesses that are minority owned or women-owned (or both as is our case)?

**ANSWER:** No preference, but we encourage such businesses to submit proposals.