

**REQUEST FOR PROPOSALS (RFP)
TO PROVIDE PROFESSIONAL SERVICES:
OPERATION OF THE MAYNARD GOLF
COURSE
AND COUNTRY CLUB**

**Addendum #1
October 8, 2021**

This Addendum #1 addresses questions raised since the release of the RFP:

1. Question: Is the 20% payment to the town of Off-Season Facility Rentals negotiable?
Response: The RFP is amended as follows:
“The town will receive 8% (eight percent) of all off-season revenues (November 30 through March 30) from facility rentals.”

2. Question: How flexible is the thirty (30) day notice requirement for off-season use?
Response: The RFP is amended to reflect the following:
The contracted management firm will notify the Town Administrator’s Office at least ten (10) business days before the expected start of an off-season use that is not regularly conducted through authorized public access. Regularly expected activities that do not require notice include, but are not limited to, sledding, cross-country skiing, hiking, and similar passive-recreation activities.

3. Question: Is the maintenance costs level to be borne by the contracted management firm set in the RFP as \$6,000.00 meant to be calculated based on individual tasks or cumulative projects? One example may be the difference in the calculation between the replacement of a single sprinkler head, versus the replacement or upgrade of the sprinkler/irrigation system.
Response: The amount set by the RFP is expected for individual tasks and singular projects conducted within a contiguous time-frame or contained in a single of scope of work. The town’s Director of Public Works (DPW) must be contacted for questions and direction as to the scope of work, especially as it pertains to the costs for maintenance and repairs and capital improvements.
As Town Meeting, typically held biannually, is currently required for the appropriation of revenue from the golf course’s management contract, planning and coordination with town staff, particularly the DPW Director, is required for timing and administration of capital improvements.

4. Question: Are the number of required electric golf carts negotiable?
Response: The RFP is amended to reflect the following:
The contracted management firm must submit a plan for the approval of the town to procure five (5) electric power golf carts by the conclusion of the contract’s first term.

5. Question: Is the Performance Bond amount of \$250,000.00 negotiable?

Response: The RFP is amended to reflect the following:

The Management Firm will, at or before the execution of the resulting agreement, furnish to the Town an acceptable corporate surety bond in the penal sum of one hundred thousand dollars (\$100,000.00), or equivalent security, as security for faithful performance and non-negligent performance of the agreement.

END OF ADDENDUM #1