



# City of Doral

## RFP No. 2021-04 Youth Soccer Program Management

### Addendum No. 1

#### ATTENTION:

**The bid due date has been extended to Wednesday, March 3<sup>rd</sup>, 2021 at 10:00 A.M.**

**Below are questions/ clarifications that were received regarding this project as well as the City's responses. This Addendum is and does become a part of the above-mentioned solicitation. This addendum is issued to modify the subject solicitation as follows:**

1. Will sales be permitted?
  - Sales for certain items can be discussed in the negotiation phase. Any items you are requesting to sell should be outlined in sub proposal.
2. Who will be in charge of painting the fields?
  - The field will be maintained by the city. The lines are already on the artificial turf.
3. Will the awardee be responsible for providing referees?
  - The awardee will be responsible for any referees for any of their games and competitions.
4. If applicable what was the cost of referees?
  - N/A, The Provider is responsible for referees.
5. What was the charge per player last year?
  - There are several payment plans for participants depending if it is a monthly payment, annual payment, and skill level. This ranges from approximately \$80-\$150 monthly.
6. What was the schedule of the soccer program last year?
  - Schedule will be discussed once awarded.
7. May we include in our proposal soccer games and tournaments?
  - Yes. This will be available at the discretion of the City.
8. How much revenue was brought in from the previous contract holder?
  - Based on registration revenue Doral Soccer Club collected \$454,974 last year providing the City \$113,743.50. Juventus Doral collected \$256,166.44 in registration revenue providing \$64,041.61 to the City.
9. Could you please go over the key objectives of the program and the revenue share details?
  - Please reference Section 3.2.1
  - The objective of the program is providing a quality soccer program for the youth in our community. Regarding revenue share details, The City shall be entitled to twenty-five to thirty percent (25% to 30%) of revenue collected by the Provider. This includes, but is not limited to, registration fees, clinic and group training fees, and registration fees from



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approved provider hosted tournaments. An additional 20% (non-resident fee) will be charged for each non-resident in the program. The entire 20% non-resident fee is due to the city along with the agreed upon 25-30% of the revenue split.

10. When you say revenue, are you referencing gross revenue or net income?
  - The revenue split is based on the gross revenue from the registration fees charged to the participants. Expenses are not factored in.
11. How about if we have scholarships?
  - If a player is given a scholarship by the provider, the standard amount that would be collected by other players will still need to be reported and the standard 25-30% revenue split of the standard registration fee will still be due to the city. Any scholarships and/or discounts should be included in the proposal.
12. How many kids are in the program now?
  - There are currently two program providers. We have one program operating at Morgan Levy Park with 400 participants. We have a second program operating at Doral Legacy park with 220 participants. Registration numbers will be limited based on field availability and will be discussed once awarded.
13. Will the city choose one program only or will there be several programs picked again as it is currently the case?
  - Reference section 2.8
  - It is the intention of the city to award two (2) proposers for award. Upon approval by the City Council, a contract shall be awarded to the Proposer(s) most responsible, responsive Proposer(s) meeting all the selected criteria. The City reserves the right to award more or less firms.

### Legacy park:

14. Which fields will be assigned to the soccer program that will be assigned to this park?  
What are the days and times that will be permitted to the soccer program?  
From what we saw, there is on full sized field (11 vs. 11), one 9vs9 field, and two small 4v4 fields. Will those all be assigned to the permit?
  - This will be determined in the negotiation phase after the provider is awarded. At least one field must remain open to the public at all times.
15. Will the baseball fields also be able to be used?
  - The baseball fields will not be used for soccer.
16. What other facilities can be used at this site? For example, the gym for futsal?
  - In this particular RFP the City is only accepting proposals for soccer programming, not for futsal. No other facilities are available besides Morgan Levy Park and Doral Legacy Park.



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17. Will the permit also be for summer to use the fields for Summer camps. If this is the case will there be availability at the gym to have some rooms for lunch breaks and snack breaks?
- In this particular RFP the City is only accepting proposals for soccer programming, not for summer camps. There will be a separate RFP where the City will accept proposals for seasonal camps.
18. We saw there is a place for equipment storage on site. Will this be assigned to the permitted soccer program as well?
- We are currently allowing our soccer providers to use an agreed upon storage area. This will be discussed in the negotiation phase following the award.
19. What are the hours the lights will be on at the park?
- Lights are on until 9pm at Morgan Levy Park and Doral Legacy Park. On Sunday the parks close at Sunset.
20. Will the permitted soccer organization have the chance to make use of the concession stands at this facility and if so, will the city charge any fees on sales and to use those concession stands?
- This will not be available as the City has an agreement with a current concession provider.

#### Meadow Park:

21. Will there be a possibility to also use this park?  
Since it is not included in the bid we want to see if there is a chance to also get access to this facility as we saw that there are 2 full size fields at this park.

If there is a chance to also have access to this facility, what would be the days and hours available?

- Doral Meadow Park will not be available for soccer programming as that park is currently used for other programs and sports throughout the year.

#### Morgan Levy:

22. Can the lines be repainted for different sized fields either temporarily or permanently?
- No. If this is required a request would need to be submitted in writing for the City to review once awarded.

#### Central Park (Doral):

23. Will there be fields build at this facility in the next years and if so, how many?
- The design includes multi-sport fields.
24. Will the permitted soccer organization get access to this park and the facilities?
- Doral Central Park will not have soccer programming as a part of the RFP at this time.

#### All parks:



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25. Will the permitted soccer organization at the parks have access to the goals at those parks or will new goals have to be purchased by the soccer organization?
- The nets at the park can be used by the Provider. The Provider may also choose to purchase or provide additional nets of their own.
26. Is there a standard contract that the city of Doral could send us for all park permits?
- Please see attached agreements for the current providers.

Doral Academy:

27. One of the current permitted soccer organizations is using the field at Doral Academy. Will this be a possibility for the future organizations as well?
- Reference Section 3.3.2 and Exhibit D

### EXHIBIT "A"

### REVISED MINIMUM INSURANCE REQUIREMENTS

#### I. Commercial General Liability

Limits of Liability

Bodily Injury & Property Damage Liability	
Each Occurrence	\$1,000,000
Policy Aggregate	\$2,000,000
Personal & Advertising Injury	\$1,000,000
Products & Completed Operations	\$1,000,000

Coverage / Endorsements Required

City of Doral included as an additional insured  
Primary Insurance Clause Endorsement  
Waiver of Subrogation in favor of City  
Sexual Abuse and Molestation  
Premises and Operations Liability

No limitation on the scope of protection afforded to the City, its officials, employees, or volunteers.

#### II. Business Automobile Liability

Limits of Liability

Bodily Injury and Property Damage  
Combined Single Limit  
Any Auto/Owned Autos or Scheduled Autos



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Including Hired and Non-Owned Autos  
 Any One Accident \$300,000 ~~\$1,000,000~~

Coverage / Endorsement Required  
 Employees are covered as insureds  
 City of Doral included as an additional insured

#### III. Workers Compensation

Statutory- State of Florida

Include Employers' Liability Limits:  
 \$100,000 for bodily injury caused by an accident, each accident  
 \$100,000 for bodily injury caused by disease, each employee  
 \$500,000 for bodily injury caused by disease, policy limit

**Workers Compensation insurance is required for all persons fulfilling this contract, whether employed, contracted, temporary or subcontracted.  
 Waiver of Subrogation in favor of City.**

IV. **Umbrella/Excess Liability (Excess Follow Form)** can be utilized to provide the required limits. Coverage shall be "following form" and shall not be more restrictive than the underlying insurance policy coverages, including all special endorsements and City as Additional Insured status. Umbrella should include Employer's Liability.

#### V. Professional Liability/Errors & Omissions

Limits of Liability  
 Each Claim \$250,000  
 Policy Aggregate \$250,000

If claims made, retro Date applies prior to contract inception.

Coverage is to be maintained and applicable for a minimum of 3 years following contract completion.

VI. **Accident Medical/Participant Legal Liability** \$25,000 Limit/Excess

**Subcontractors' Compliance:** It is the responsibility of the contractor to ensure that all subcontractors comply with all insurance requirements.

All above coverage must remain in force and Certificate of Insurance on file with City without interruption for the duration of this agreement. Policies shall provide the City of Doral with 30 days'



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written notice of cancellation or material change from the insurer. If the insurance policies do not contain such a provision, it is the responsibility of the Contractor to provide such written notice within 10 days of the change or cancellation.

Certificate Holder: City of Doral, Florida  
8401 NW 53<sup>rd</sup> Terrace  
Doral, FL 33166

Certificates/Evidence of Property Insurance forms must confirm insurance provisions required herein. Certificates shall include Agreement, Bid/Contract number, dates, and other identifying references as appropriate.

Insurance Companies must be authorized to do business in the State of Florida, and must be rated no less than "A-" as to management, and no less than "Class VII" as to financial strength, by the latest edition of AM Best's Insurance Guide, or its equivalent.

Coverage and Certificates of Insurance are subject to review and verification by City of Doral Risk Management. City reserves the right but not the obligation to reject any insurer providing coverage due to poor or deteriorating financial condition. The City reserves the right to amend insurance requirements in order to sufficiently address the scope of services. These insurance requirements shall not limit the liability of the Contractor/Vendor. The City does not represent these types or amounts of insurance to be sufficient or adequate to protect the Contractor/Vendor's interests or liabilities but are merely minimums.