

DEPARTMENT OF NATURAL RESOURCES
AND ENVIRONMENTAL CONTROL
DIVISION OF PARKS AND RECREATION

PUBLIC FISHING CENTER AND
BAIT & TACKLE SHOP
AT
CAPE HENLOPEN STATE PARK

PROPOSAL QUESTIONS AND ANSWERS

QUESTION: Will there be any further repairs on the Cape Henlopen Fishing Pier?

RESPONSE: The Division monitors the pier for further wear, damages and safety. Bob Salvatore, the current concessionaire, noted that the left side of the pier has developed a dip. Funding has not been appropriated to reconstruct or replace the fishing pier at this time.

QUESTION: If the pier is deemed to be unsafe and closed to the public, are there provisions in the contract for the concessionaire if this happens?

RESPONSE: Yes.

QUESTION: Who has responsibility for maintenance of the pier?

RESPONSE: Cape Henlopen State Park maintains the pier along with staff from the Division's Office of Design and Development. The concessionaire is responsible for transports handicapped visitors onto the pier with the golf provided as part of the operation.

QUESTION: Is the concessionaire permitted to make improvements to the facility?

RESPONSE: Yes, but no permanent modifications can be made to the facility. Requests for improvements must be made in writing and receive written approval from the Division prior to starting any work.

QUESTION: Is the Concessionaire permitted to provide outside vending at the facility and is the current electric capable of handling vending machines?

RESPONSE: Yes, the Concessionaire will be permitted to place vending machines outside the facility and the electric is capable of handling those machines.

QUESTION: Whose responsibility is it for repairs to the pier, facility and removal of the damaged pay telephone outside the facility?

RESPONSE: The Park is responsible for the major of repairs to the equipment, pier and inside and outside the store. The Concessionaire is responsible for minor repairs inside and outside the building. Outside pay telephone is in disrepair and park staff are responsible for repairing or having removed.

QUESTION: What are the requirements for signage to advertise the bait and tackle store.

RESPONSE: Signage to advertise the store is permitted however it must be submitted for approval. The Division asks that the signs are attractive, professionally produced and kept at a minimum to maintain the natural setting of the park.

QUESTION: How do thunderstorms affect closure of the pier and who is responsible for closing the pier?

RESPONSE: Park Enforcement close the pier and follow the same protocol for opening up as the guarded beaches which is one hour after the last strike.

QUESTION: Is there any Division oversight on pricing on merchandise at the facility?

RESPONSE: Yes, Division suggests fair pricing to compete well with the surrounding market.

QUESTION: Section II, Paragraph one, page 6 - "commencement date of May 5, 2012" Is this the date that sales may begin? Can approved renovations, remodeling, deliveries, etc. begin before that date?

RESPONSE: Commencement date is the date that the business must be open for the public. The successful vendor may begin approved renovations, remodeling, deliveries, etc. after the contract execution date which is scheduled for March 1.

QUESTION: Section IV, (A), Paragraph two, page 17 - "additional items such as sunscreen, hats, sunglasses, and t-shirts may not be sold without written advance approval by the department". The listed items are a very important part of the inventory of nearly all tackle shops. Can you clarify the necessity of needing written approval on such items? Is the goal to simply restrict the sale of offensive, suggestive, or inappropriate items? If so, be assured that I share those concerns. However, all of those listed items were for sale under the previous vendor - can I assume that the new vendor could indeed stock and sell all appropriate and tasteful items that a normal tackle shop would stock?

RESPONSE: Yes, as long as the merchandise does not conflict with State Park merchandise for sale in the park is specific to the bait & tackle operation and is appropriate for families who visit the park.

QUESTION: Section IV (A) Paragraph two, page 17 "additional items....." - The previous vendor operated a hot dog cart from the side door of the tackle shop? Is this permitted in the contract to be awarded? Would a tastefully done ice cream freezer in the same location

be appropriate? I'm looking for guidelines on what type of foods are permitted - many, including some of the healthy choice foods that we'd like to promote, are best marketed in a very visible location such as the side door of the tackle shop. Looking for guidance here.....

RESPONSE: As a supplement to the bait & tackle operation, a minimal selection of light fare is permitted. A public health license may be required depending how the food and beverages are served.

QUESTION: Section IV (E) (2), Paragraph one, page 18 "an approved cash register" - Do you have a specific model in mind? I'd prefer to buy new - There are a number of options - as long as it collects the data you need, am I free to choose as I feel best?

RESPONSE: Yes, as long as the cash register produces the required reports including the "Z" tape, end of the day closeout reports.

QUESTION: Section V, Paragraph one, page 21 - "or best offer" - Are sales figures for past years available? The stated goal is to find the vendor who offers the most advantageous proposal to the State of Delaware. An intrinsic component of that goal is that the vendor needs to be able to generate income enough to satisfy the lease requirements and to make a reasonable profit - thus creating a mutually supportive operation. However, to make an offer without knowing any sales figure history is difficult - the best scenario would be to run it for one year to find out what it is capable of and then set a longer term contract based upon those known figures. Is this an option? Or, does the vendor proposal require a fixed base amount plus a percentage? Can there just be a fixed set amount? Basically, is there flexibility in how the bid is structured?

RESPONSE: 2007: \$223,800*
2008: \$149,700
2009: \$167,200
2010: \$164,300
2011: \$156,500

*Please note that these are not exact figures but a representation of the gross receipts for a five (5) year period.

Yes, there is some flexibility in how the bid is structured based on the terms stated in the Request for Proposal and the number of proposals received. Typically the financial terms of concession contracts include a base fee and a percentage of gross receipts from the operation.

QUESTION: Section V (I), Paragraph two, page 23 - "shall submit a price list" and "prices as have been approved by the Division" - A tackle shop has literally hundreds, if not a thousand, different items. It seems nearly impossible to list and ask for approval of prices for so many items. Simply to stay in business, a vendor HAS to offer quality merchandise at

competitive prices. Can the vendor be simply required to offer all merchandise at prices similar to competitors?

RESPONSE: Yes, the Division will notify the operator if the prices of products are not competitive with the current market. This is a way to help ensure the success of the operation without over charging park visitors.

QUESTION: Is there a limitation on vending machines outside of the tackle shop? Can I add a Water Vending Machine and a Bait Vending Machine for after-hours sales?

RESPONSE: Yes, a water and bait vending machine may be added for after-hours sales. The Division reserves the right to relocate the machine or request less obtrusive machines. To be safe, a picture of the machines should be submitted to the Division along with a description of the products for approval.

QUESTION: Is it possible to see the building plans to measure square footage, location of electrical outlets, etc.

RESPONSE: Yes, the building layout plan is attached.

