



**Sports Complex Concessions (Food and Beverage)
Request for Proposals**

SOLICITATION ADDENDUM #1

Solicitation Number: PKS-RFP22-CON1 Addendum #1

Solicitation Due Date: August 23, 2022 @ 12:00 p.m. Local Time

**CITY OF PHOENIX
Parks and Recreation
Department
Phone: (602) 262-6862
Procurement Officer:
Isis Sanchez**

QUESTIONS:

QUESTION #1	Is the Liquor License only able to be used at adult-only games?
ANSWER #1	Yes, for all complexes with the exception of Reach 11.
QUESTION #2	What is the city's responsibility for repairs and maintenance?
ANSWER #2	The City of Phoenix Parks and Recreation Department (City) will maintain building repairs; the vendor is responsible for everything else located inside the Concession stand.
QUESTION #3	How do vendors deal with outside vendors selling in the parks?
ANSWER #3	The contractor can contact city staff to handle any outside vendor issues.
QUESTION #4	Who handles permits with County?
ANSWER #4	The vendor is responsible for coordinating inspection and permitting with Maricopa County Department of Health.
QUESTION #5	Can vehicles be driven into the park?
ANSWER #5	No, non-City vehicles are not allowed to be driven onto any of the pedestrian access park/complex areas for safety purposes. All deliveries must be carted into the park.
QUESTION #6	Whose responsibility is it for equipment needs & upgrades?
ANSWER #6	Per SECTION III. SCOPE OF WORK of the Request for Proposals (RFP), the selected Proposer will be responsible to provide and maintain all equipment used at the site.
QUESTION #7	Who supplies the point-of-sale system?
ANSWER #7	Any point-of-sale system is the responsibility of the successful contractor.
QUESTION #8	Who is responsible for Evaporative Cooler repairs?



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ANSWER #8	The City maintains the building evaporative coolers. Any portable evaporative cooler is the responsibility of the successful contractor to supply and/or service.
QUESTION #9	What equipment is being left?
ANSWER #9	The City does not anticipate any equipment will be left inside the Concession stand other than the City-owned walk-in cooler at Desert West.
QUESTION #10	Who manages food trucks during soccer at Rose Mofford?
ANSWER #10	The Tournament Promoters manage the coordination of food trucks during their events.
QUESTION #11	What are the expected times to be open at the basketball court concession?
ANSWER #11	The City will negotiate with the successful contractor an appropriate schedule for events and activities.
QUESTION #12	I would like clarification on the "References", is this the same as a recommendation letter from let's say a softball board of directors?
ANSWER #12	As per SECTION IV-PROPOSAL INSTRUCTIONS, Section 1-Qualifications and Experience , references can be submitted from organizations that the vendor has currently direct experience or have provided services to in the past.
QUESTION #13	What is the city responsible for maintenance and repairs at each stand?
ANSWER #13	The City is responsible for the maintenance and repairs of the building interior and exterior structural components including; electrical, plumbing and building evaporative coolers.
QUESTION #14	What is the concessionaire responsible for at each stand?
ANSWER #14	The responsibilities of the successful concessionaire are included in SECTION III. SCOPE OF WORK of the RFP. Responsibilities will be discussed and outlined in the subsequent contract.
QUESTION #15	When is payment due to the city, and what are the requirements to submit? I.E., forms, website, time frames, late fees, etc.
ANSWER #15	Payments and fees will be due within 30 days of invoice. There are currently no requirements for the vendor to submit. All events are automatically identified in the City's management event system.



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QUESTION #16	Can the city provide a copy of last year's schedule of events for each park?
ANSWER #16	PLEASE SEE ATTACHED ADDENDUM 1- Exhibits (Note: Activities reflected in the previous year still include pandemic levels of operation.)
QUESTION #17	Can you provide an annual or, at a minimum quarterly schedule of future reservations so we have a bit of advance notice of what may occur?
ANSWER #17	The successful contractor will be provided annual and monthly tentative event schedules. The final schedule will be provided within seven (7) days of event activities.
QUESTION #18	Clarification. In the proposal, do we need to submit three years of tax statements as stated in section 1, C-5?
ANSWER #18	Yes, as stated in SECTION I. INTRODUCTION- C. MINIMUM QUALIFICATIONS (5) of the proposal on page 4.
QUESTION #19	It states that the new concessionaire may start as soon as October 1st. Would that be the first possible date of operation?
ANSWER #19	The successful contractor will enter into contract as soon as October 1, 2022. However, the City will negotiate with the contractor on the first date of operations depending on availability and event activity.
QUESTION #20	How much time do you plan to give the new concessionaire to move in after the previous concessionaire moves out? I.E., cleaning organization, etc.
ANSWER #20	The City will discuss with the current Concession stand contractor and the successful proposer separately to determine a sufficient plan that works for all parties involved.
QUESTION #21	What is the cancellation policy of the city when it comes to field rentals from park users?
ANSWER #21	Currently, the City does not have a cancellation policy for field rentals.
QUESTION #22	Is there internet wired to each stand?
ANSWER #22	There is no wired internet connection at the Sports Complex Concession stands
QUESTION #23	What is the most significant amount of electricity in each stand in volts and amps? Is there room in the electrical panel to add power if needed?
ANSWER #23	Each sports complex has various levels of volts/amps with multiple resources utilizing shared electrical power. Parks is unable to determine whether more power



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	can be added to the electrical panels at this time. However, Parks will work with the successful contractor during negotiation and contract execution to ensure there is an understanding on how much electrical output can be utilized.
QUESTION #24	I noticed that some of the stands might have grease traps. Does the city currently have them pumped, and if so, how often is the service completed?
ANSWER #24	There are no grease traps at any of the Sports Complex Concession stands.
QUESTION #25	Does each location have A/C or Evap coolers? If so, does each of them work, and who is responsible for the service and repairs of the units?
ANSWER #25	All the Sports Complex Concession stands listed in the RFP have evaporative coolers with the exception of the Reach 11 WEST Concession stand.
QUESTION #26	Does the city have pest control services at each stand, and if so, how often are they serviced?
ANSWER #26	The City manages the pest control services in the sports complex exteriors and City offices. The successful concessionaire is responsible for maintaining any pest control service inside their contracted Concession stand(s).
QUESTION #27	During the tours, it was stated that the RFP could only be a max of 10 pages; however, Section IV, B, (page 12) says, "the entire proposal cannot exceed 15 pages..." can you clarify the maximum number of pages?
ANSWER #27	The RFP is correct, the proposal submittal cannot exceed 15 pages.
QUESTION #28	(At the Papago location) It was stated that the city owns the desk in the concession stand. Who uses the desk and when? Can we have the desk removed from the stand? We are worried about the safety and security of our employees.
ANSWER #28	The desk located inside the Papago Concession stand is City property. Use of the desk is for the sole purpose of the Concession stand operator. No City employees utilize the desk. However, the City can remove the desk if requested.
QUESTION #29	(At the Desert West location) Walk in cooler. Who owns, services, and repairs the unit?
ANSWER #29	The City owns the walk-in cooler located inside the Desert West Concession stand and will perform any maintenance or repairs on the unit if required.

Name of Company: _____

Address: _____

Authorized Signature: _____

Print Name and Title: _____

2020 - 2021 Reach 11 Sports Complex Tournament Calendar

Aug. '20						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
					1	2
Growing Season						
3	4	5	6	7	8	9
Growing Season						
10	11	12	13	14	15	16
Growing Season						
17	18	19	20	21	22	23
Growing Season						
24	25	26	27	28	29	30
ASA games - Canceled	6p-10p					

Nov. '20						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
						1
Over Seeding No PLAY						
2	3	4	5	6	7	8
Over Seeding No PLAY						
9	10	11	12	13	14	15
ECNL Tuom, Fields 1-18, 200 teams #R74534				8a-8p	8a-8p	8a-8p
16	17	18	19	20	21	22
US Youth Desert Premier League, Fields 1-18, 250 teams #R74540				9a-10p	8a-10p	8a-5p
23	24	25	26	27	28	29
Rated Sports, Fields 1-18, 250 teams #R74541				8a-9p	8a-9p	8a-9p

Feb. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
1	2	3	4	5	6	7
Desert Classic, Fields 1-18-300 teams #R75914 - Canceled COVID			7a-10p	7a-10p	7a-10p	7a-10p
8	9	10	11	12	13	14
Pres Cup, Fields 1-18, 300 teams #R75915 - Canceled COVID			4p-10	8a-10p	8a-10p	8a-10p
15	16	17	18	19	20	21
8a-10p	Blackwawks, Fields 1-18 #R75916 - Canceled COVID			5p-10p	8a-10p	8a-6p
22	23	24	25	26	27	28
AZ College Showcase-RSL, Fields 1-18, 200 teams #R75917 - Canceled COVID				10a-10p	8a-10p	8a-5p

Sept. '20						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
31	1	2	3	4	5	6
Desert Elite Cup, Fields 1-18, 250 teams #R73799 - Canceled COVID				5p-10p	8a-10p	8a-7p
7	8	9	10	11	12	13
ASA League Tournament Fields 1-18 #R74529 - Canceled COVID				5p-10p	8a-10p	8a-7p
14	15	16	17	18	19	20
Cactus Kick Off-RSL, Fields 1-18, 250 teams #R74533				5p-10p	8a-10p	8a-8p
21	22	23	24	25	26	27
Over Seeding						
28	29	30				
Over Seeding						

Dec. '20						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
30	1	2	3	4	5	6
Christmas Angel, Fields 1-18, 300 teams #R74545 - Canceled COVID				5p-10p	8a-10p	8a-8p
7	8	9	10	11	12	13
Holiday Classic-RSL, Fields 1-18, 250 teams #R74939 - Canceled COVID				5p-10p	8a-10p	8a-8p
14	15	16	17	18	19	20
Maintenance				Snow Blast	No PLAY	
21	22	23	24	25	26	27
Maintenance						7am-6pm
28	29	30	31			
9a-5p	9a-5p	9a-5p	AZ Soccer Showcase, Fields 11-18, 50 teams #R74940. Lacrosse tourn, Field #1 only - Canceled COVID			

Mar. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
1	2	3	4	5	6	7
Ostrich Festival-RSL, Fields 1-18, 300 teams #R75918 - Canceled COVID				5p-9p	8a-10p	8a-6p
8	9	10	11	12	13	14
Maintenance No PLAY						
15	16	17	18	19	20	21
Phx Desert Cup, Fields 1-18, 300 teams #R75920 - Canceled COVID				6p-10p	9a-9p	8a-6p
22	23	24	25	26	27	28
Phx Desert Cup, Fields 1-18, 300 teams #R75920 - Canceled COVID				6p-10p	8a-10p	8a-8p
29	30	31				

Oct. '20						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
			1	2	3	4
Over Seeding						
5	6	7	8	9	10	11
Over Seeding						
12	13	14	15	16	17	18
Over Seeding						
19	20	21	22	23	24	25
Over Seeding						
26	27	28	29	30	31	
Over Seeding						

Jan. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
				1	2	3
Surf Cup - Canceled COVID				7a-9p	7a-9p	7a-9p
4	5	6	7	8	9	10
7a-9p	RIV ODP Tourn, Fields 1-18, 250 teams #R75440 - Canceled COVID			7a-9p	7a-9p	7a-5p
11	12	13	14	15	16	17
7a-5p	CCV Tourn, Fields 1-18, 250 teams #R75441 - Canceled COVID			8a-10p	8a-10p	8a-10p
18	19	20	21	22	23	24
Tiger Sports Soccer Tournament #R75443 - Canceled COVID				5p-9p	8a-7p	8a-7p
25	26	27	28	29	30	31
Ultimate Frisbee-Fields 1-10, 38 teams #R75452 Lacrosse Tourn, Fields 11-18 - Canceled COVID					8a-7p	8a-7p

Apr. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
			1	2	3	4
Maintenance				Easter Scramble	No PLAY	
5	6	7	8	9	10	11
ECNL, Fields 1-18, 200 teams #R76000 - Canceled COVID				8a-8p	8a-8p	7a-7p
12	13	14	15	16	17	18
AYSA Pres Cup/State Cup, Fields 1-18, 200 teams #R76001				5p-9p	8a-8p	8a-5p
19	20	21	22	23	24	25
AYSA State Cup, Fields 1-18, 200 teams #R76002				5p-9p	8a-8p	8a-5p
26	27	28	29	30	1	2
CAA games #R76003	6p-10p	AYSA State Cup, Fields 1-18 #R76004		5p-9p	8a-8p	8a-5p

2021 Rose Mofford-Papago and Desert West Softball Complexes

Jan. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
				1	2	3
					RM-PSC Tourn	
4	5	6	7	8	9	10
					All 3 sites tourn	
11	12	13	14	15	16	17
					All 3 sites tourn	
18	19	20	21	22	23	24
					RM tourn	
25	26	27	28	29	30	31
					RM-PSC Tourn	

Feb. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
1	2	3	4	5	6	7
					All 3 sites tourn	
8	9	10	11	12	13	14
					All 3 sites tourn	
15	16	17	18	19	20	21
					RM-PSC Tourn	
22	23	24	25	26	27	28
					All 3 sites tourn	

Mar. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
1	2	3	4	5	6	7
					All 3 sites tourn	
8	9	10	11	12	13	14
					All 3 sites tourn	
15	16	17	18	19	20	21
					All 3 sites tourn	
22	23	24	25	26	27	28
					All 3 sites tourn	
29	30	31				

Apr. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
			1	2	3	4
					All 3 sites tourn	
5	6	7	8	9	10	11
					All 3 sites tourn	
12	13	14	15	16	17	18
					All 3 sites tourn	
19	20	21	22	23	24	25
					RM-PSC Tourn	
26	27	28	29	30		

May '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
					1	2
					RM-AIA	
3	4	5	6	7	8	9
					RM-AIA	
10	11	12	13	14	15	16
					All 3 sites tourn	
17	18	19	20	21	22	23
					All 3 sites tourn	
24	25	26	27	28	29	30
					All 3 sites tourn	

June '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Aug. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
					All 3 sites tourn	

Sept. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
30	31	1	2	3	4	5
					RM-PSC Tourn	
6	7	8	9	10	11	12
					All 3 sites tourn	
13	14	15	16	17	18	19
					RM-DW Tourn	
20	21	22	23	24	25	26
					All 3 sites tourn	
27	28	29	30			

Addendum 1- Exhibit B

Oct. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
				1	2	3
					All 3 sites tourn	
4	5	6	7	8	9	10
					All 3 sites tourn	
11	12	13	14	15	16	17
					All 3 sites tourn	
18	19	20	21	22	23	24
					All 3 sites tourn	
25	26	27	28	29	30	31
					All 3 sites tourn	

Nov. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
1	2	3	4	5	6	7
					All 3 sites tourn	
8	9	10	11	12	13	14
					All 3 sites tourn	
15	16	17	18	19	20	21
	Senior Winter World Series All 3 sites					
22	23	24	25	26	27	28
29	30					

Dec. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
		1	2	3	4	5
					All 3 sites tourn	
6	7	8	9	10	11	12
					All 3 sites tourn	
13	14	15	16	17	18	19
					All 3 sites tourn	
20	21	22	23	24	25	26
27	28	29	30	31		

****Note for Softball Complexes - Run Adult softball leagues Monday through Sunday year round
4 seasons of Play Winter, Summer Spring and Fall.**

Addendum 1- Exhibit C

2020 - 2021 Rose Mofford Sports Complex Tournament Soccer Calendar

Sept. '20						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
Cactus Kick Off-RSL, Fields 1-4, 90 teams #R77670				5p-10p	8a-10p	8a-8p
21	22	23	24	25	26	27
28	29	30				

Oct. '20						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
			1	2	3	4
5	6	7	8	9	10	11
Arsenal FC – Arsenal Challenge soccer Tournament				5p-10p	8a-10p	8a-8p
12	13	14	15	16	17	18
19	20	21	22	23	24	25
Royals Cup-RSL, Fields 1-4				5p-10p	8a-10p	8a-8p
26	27	28	29	30	31	0

Nov. '20						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
1	2	3	4	5	6	7
Rush Cup, Fields 1-4				5p-8p	8a-8p	8a-8p
8	9	10	11	12	13	14
Kick for the Cure, Fields 1-4				5p-8p	8a-8p	8a-8p
15	16	17	18	19	20	21
UDA Soccer – UDA Soccer Camp				5p-8p	8a-8p	8a-8p
22	23	24	25	26	27	28
Desert Super Cup, Fields 1-4				6p-10p	9a-4p	9a-12p
29	30					

Dec. '20						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
		1	2	3	4	5
UDA Soccer – UDA Soccer Camp – Canceled COVID				5p-10p	8a-10p	8a-8p
6	7	8	9	10	11	12
Holiday Classic-RSL-AZ, Fields 1-4 Cancelled Covid				5p-10p	8a-10p	8a-8p
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
			9p-3a			

Jan. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
NSSC Tournament, Fields 1-4 Cancelled COVID				5p-10p	8a-10p	8a-8p
24	25	26	27	28	29	30

Feb. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
31	1	2	3	4	5	6
7	8	9	10	11	12	13
Desert Classic Tourn., Fields 1-4 Cancelled Covid				6p-10p	8a-10p	8a-8p
14	15	16	17	18	19	20
President Day tourn., Fields 1-4 Canceled				6p-10p	8a-10p	8a-8p
21	22	23	24	25	26	27
8a-8p	Max Shacknai tourn., Fields 1-4 Cancelled Covid			6p-10p	8a-10p	8a-8p
28						

March. '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
	1	2	3	4	5	6
RSL-AZ Showcase Tourn., Fields 1-4 Cancelled Covid				6p-10p	8a-10p	8a-8p
7	8	9	10	11	12	13
Ostrich festival Tourn., Fields 1-4 Cancelled Covid				6p-10p	8a-10p	8a-8p
14	15	16	17	18	19	20
Phoenix Cup Tourn., Fields 1-4 Cancelled Covid				6p-10p	8a-10p	8a-8p
21	22	23	24	25	26	27
Phoenix Cup Tourn., Fields 1-4 Cancelled Covid				6p-10p	8a-10p	8a-8p
28	29	30	31			

April '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May '21						
Mon	Tue	Wed	Thur	Fri	Sat	Sun
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

	Holidays
	League games
	Run/Race
	Tournament games