

COUNTY OF UNION COUNTY
THROUGH
THE UNION COUNTY IMPROVEMENT AUTHORITY

REQUEST FOR PROPOSALS
FOR OPERATION, MANAGEMENT, MAINTENANCE AND CONCESSIONAIRE
SERVICES FOR THE GOLF COURSE AND CLUBHOUSE FACILITIES
AT GALLOPING HILL AND ASH BROOK GOLF COURSES

NOTICE TO PROPOSERS

IMPORTANT, RESPONDENTS MUST REGISTER. SEE BELOW FOR DETAILS.

Pursuant to N.J.S.A. 40A:11-4.1 et seq., the Union County Improvement Authority ("Authority") on behalf of the County of Union (the "County") has issued a "Request for Proposals for Operation, Management, Maintenance and Concessionaire Services for the Golf Courses and Clubhouse Facilities at Galloping Hill and Ash Brook Golf Courses", dated June 6, 2014 (the "RFP"). This procurement is being undertaken pursuant to competitive contracting provisions of the Local Public Contracts Law as specified under N.J.S.A. 40A:11-4.1(b)(2). Proposals are being solicited through, and the RFP is being issued in accordance with, a fair and open process under the State Pay-to-Play Law, N.J.S.A. 19:44A-20.4 et seq.

Sealed proposals must be received by the Authority on or before **1:00 pm, prevailing time, on August 1, 2014**. Proposals must be delivered to:

Daniel P. Sullivan
Interim Executive Director
Union County Improvement Authority
3 Golf Drive
Kenilworth, New Jersey, 07033

The facilities that are the subject of this RFP include:

(1) Galloping Hill Golf Course, located in Kenilworth and Union, Union County New Jersey is a unique facility spread across 271 acres. Galloping Hill hosts two courses -- the 18-hole course features 6,717 yards of golf from the longest tees for a par of 71. The course was designed by Willard G. Wilkinson and opened in 1928. Most recent renovations were completed by Stephen Kay in 1998, and the 9-hole course features 2,348 yards of golf from the longest tees, for a par of 33. Currently Rees Jones is in the process of a renovation that includes new greens, and new shaping and drainage of bunkers. In addition, Galloping Hill offers a newly renovated driving range/practice facility, known as

the Training Center, offering 50 stalls, 20 which are covered and heated. Lastly, Galloping Hill features a newly constructed 46,000 square foot club house. The lower level will be used to store golf carts and other golf and maintenance related equipment, and includes staff locker rooms, mechanical and utility rooms, trash and janitorial areas, as well as a truck delivery area. The main level includes the golf pro shop, men's and women's locker rooms and bathroom facilities, offices, and a grill room, kitchen and terrace. The upper level will include approximately 4,000 square feet of office space for the New Jersey State Golf Association ("NJSGA"), a not-for-profit organization, as well as a 300-seat banquet hall with related amenities. Currently the County is speaking with First Tee concerning the development of a lease for a portion of the remaining office space.

And

(2) Ash Brook Golf Course, located in Scotch Plains NJ, features 7,040 yards of golf from the longest tees for a par of 72. The course was designed by Alfred Tull and opened in 1953. Ash Brook is a parkland style golf course with tree lined fairways and large greens. Ash Brook has four sets of tees to accommodate golfers of all skill levels. In addition to the 18-hole facility, Ash Brook offers a Pitch & Putt course for players of all ages that has proven to be a family favorite in the community. The Pitch & Putt course features 673 yards of golf for a par of 27.

Details concerning the Proposal Documents are set forth in the RFP, which may be downloaded from the Authority's website (<http://ucimprovementauthority.org/>) during registration and a link to the RFP can also be found on the County's website at <http://ucnj.org/business/rfardp/>, or a hard copy may be obtained from Mark W. Brink, Project Director, at the above address, by appointment during regular business hours, upon payment of fifty (\$50) dollars.

Bid security in the form of a certified check, cashier's check or proposal bond in the amount of \$20,000 must be submitted with the Proposal, which will be forfeited to the Authority as liquidated damages if the Successful Proposer fails to properly execute and deliver the Contract and performance security as required by the RFP.

REGISTRATION: Each proposer must register with the Authority to: (i) indicate that it intends to submit a Proposal, (ii) provide the name of its contact person and contact information (name, company, address, phone, cell, fax, and e-mail address) for any and all communications during the RFP process, (iii) attend the Pre-Proposal Submission Meeting, and (iv) provide a list of proposer's representatives who will attend the site tour. Details regarding registration are

contained within the RFP.

A mandatory Pre-Proposal Submission Meeting shall be held on **July 8, 2014 at 10 am** at the Galloping Hill Golf Course Club House located at 3 Golf Drive, Kenilworth, New Jersey 07033. Potential proposers **MUST** attend.

Additionally, Proposers are required to comply with the following New Jersey statutes:

P. L. 1977, Chapter 33 (Statement of Ownership) and P. L. 1975, c.127 (Affirmative Action Program, Equal Employment Opportunity), P.L. 2004, c. 57 (Business Registration of Public Contractors), the Americans with Disabilities Act of 1990, and P.L. 2012, c.25 (Investment Activities in Iran).

All comments and questions concerning the RFP must be directed in writing to Mark W. Brink, at 1499 Route 1 and 9, Rahway, NJ 07065, or by email at MarkWBrinkUCIA@yahoo.com, with a copy to Ryan J. Scerbo, Esq., Counsel for the Authority, via email, Rscerbo@decotiislaw.com, or fax 201-928-0588.

Site tours of the Golf Course Sites will be conducted immediately following the mandatory Pre-Proposal Submission Meeting on **July 8, 2014**.

Each proposer shall submit one (1) original and nine (9) copies of its proposal, together with a PDF of the proposal on a CD or jump drive, in sealed envelopes bearing the name of the proposer and marked:

"GOLF COURSE OPERATIONS, MANAGEMENT AND CONCESSIONAIRE SERVICES"

If sealed proposals are enclosed in boxes, the boxes must be clearly marked as set forth above.

The Authority on behalf of the County reserves the right to reject any and all proposals, to waive any informalities or to accept the proposal that, in its judgment, shall be determined to be in the best interest of the County and the Authority. Proposals must be prepared and submitted in standard proposal form in the manner designated within the Proposal Documents.

By Order of the Commissioners of the Union County Improvement Authority