



PURCHASING DEPARTMENT

4201 N. Dale Mabry Highway
Tampa, Florida 33607
(813) 350-6511
Fax (813) 350-6611

REQUEST FOR PROPOSALS

GOLF RESERVATION SERVICES

Date: October 11, 2010

Proposal No.: 11-01

A **Mandatory Pre-Proposal Conference** will be held by the Purchasing Department at the Tampa Sports Authority offices located at Raymond James Stadium, 4201 N. Dale Mabry Highway, Tampa, Florida 33607 at:

10:00 A.M. EST on THURSDAY, OCTOBER 28, 2010

at which time the requirements for a golf course reservation service contract/agreement will be discussed.

The locations for the services listed above are:

Babe Zaharias Golf Course 11412 Forest Hills Drive Tampa, FL 33614 (813) 631-4374	Rocky Point Golf Course 4151 Dana Shores Drive Tampa, FL 33634 (813) 673-4316	Rogers Park Golf Course 7911 N. 30 th Street Tampa, FL 33610 (813) 356-1670
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Sealed proposals will be received by the Tampa Sports Authority's, Purchasing Department, 4201 N. Dale Mabry Highway, Tampa, FL 33607, until:

10:00 A.M. EST on WEDNESDAY, NOVEMBER 3, 2010

at which time proposals will be opened for:

Golf Reservation Services

Said proposals must conform to the requirements outlined in the Request for Proposal. The Authority reserves the right to reject any and all proposals and to waive minor informalities.

Enclosed as part of the Request for Proposals are:

Section I	Scope of Services
Section II	Instructions & General Provisions
Section III	Scope of Work
Section IV	Proposal Response Format & Requirements
Section V	Minimum Proposal Information Required

Appendices

- A. Acknowledgment Form
- B. Acknowledgment of Addenda
- C. Preference to Businesses with Drug Free Workplace Programs

If you elect to respond to this Request for Proposals, **provide one (1) bound original and five (5) bound copies and one (1) unbound copy of your proposal to this office by the date indicated.** Please mark the original.

All questions or requests for additional information are required to be in writing and may be faxed to 813-350-6611 or e-mailed to djones@tampasportsauthority.com. Any verbal responses to questions or changes or additions to the Scope of Services or any part of this Request for Proposal will not be binding on the Authority or its representatives. Only changes or additions made by Addenda issued by the Tampa Sports Authority through written notice should be considered for your proposal submittal. All written responses will be shared with all potential proposers who attend the "Mandatory Pre-Proposal Conference". **Questions must be submitted, in writing, via email or facsimile by Monday, November 1, 2010 not later than 1:00 p.m. EST.**

Faxed and late proposals will be rejected.

Table of Contents

Section I – Scope of Services	Page #
1. Introduction	1
2. Purpose.....	7
3. Golf Course Descriptions.....	7
Babe Zaharas Description	8
Rocky Point Description	9
Rogers Park Description.....	10
4. Current Golf Operations	11
5. Vendor/Company Representative.....	11
6. TSA Representative	11
Section II – Instructions & General Provisions	
1. Intent.....	13
2. Preparation of the RFP.....	13
3. Submission or Receipt of Proposals.....	13
4. Insurance	14
5. Right to Reject Proposal.....	18
6. Explanations.....	18
7. Ex Parte Communication.....	18
8. Omissions	18
9. Acceptance of Offer.....	18
10. Evaluation Criteria	19
11. Proposal Evaluation Procedure	19
12. Selection	20
13. Tentative Schedule.....	20
14. Award Without Discussion	20
15. Award of Agreement.....	21
16. Modification or Withdrawal of Offer.....	21
17. Discrepancies, Errors, and Omissions.....	21
18. Disqualification	21
19. Due Diligence.....	21
20. Taxes	21
21. Governmental Restrictions	21
22. Advertising	22
23. Excess Re-Procurement Liability.....	22
24. Waiver of Breach.....	22
25. Entire Agreement	22
26. Execution of Agreement	22
27. Public Records Law.....	22

28. Compliance with Laws.....	22
29. Assignment and Sub-Letting.....	22
30. Governing Law: Consent to Jurisdiction.....	23
31. Non-Budgeted Funds	23
32. Attorney’s Fees	23
33. Force Majeure	23
34. Hold Harmless.....	24
35. Drug Free Workplace	24
36. Public Entity Crimes	24
37. Termination of Contract.....	24
38. Addenda.....	25
39. Exceptions.....	25
40. EEOC/WMBE/DM/DWBE/SBE.....	25
41. Summary.....	25

Section III – Scope of Work

1. Intent.....	27
2. Scope.....	27
3. Effective Contract Term.....	27
4. Terms and Conditions	27
5. Licenses and Permits	27
6. No Liens.....	27
7. No Waiver	27
8. Performance.....	28
9. Examination of the Work	28
10. Acknowledgment.....	28

Section IV – Proposal Response Format & Requirements

Response Format.....	30
Review and Assessment	31

Section V – Minimum Proposal Information Required

Minimum Proposal Information Required.....	33
.....Computer Software, Hardware & Architecture.....	33
.....Electronic Tee Sheet.....	33
.....Call Center Operations	34
.....Other Opportunities	34
.....Equipment and Service Pricing	34
.....Tee Reservation System.....	34
.....Equipment and Service Pricing	34
.....POS Software/Hardware Requirements.....	34
Pricing Summary Sheet – Babe Zaharias Golf Course	35
Pricing Summary Sheet – Rocky Point Golf Course	36
Pricing Summary Sheet – Rogers Park Golf Course	37
Sworn Statement Under Section 105.08.....	38

Appendices

Appendix A – Acknowledgment Form.....41
Appendix B – Acknowledgment of Addenda42
Appendix C – Drug Free Workplace Program(s)43
Statement of No Proposal44

Section I

Scope of Services

Section I

Scope of Services

1. Introduction

Tampa Sports Authority (TSA) will receive proposals from highly qualified vendors to provide golf reservation services at the Authority's three (3) golf course facilities, Rogers Park, Rocky Point and Babe Zaharias Golf Courses.

2. Purpose

- A. As directed by the Governing Board of the Tampa Sports Authority, the TSA has issued this solicitation in order to consider various options for a reservation service for our three (3) golf course facilities.
- B. The TSA's objectives are to:
 - 1. Find a highly qualified vendor to provide the services set forth in this Request for Proposal (RFP).
 - 2. Reduced operating costs without affecting the quality and level of service.

3. Golf Course Descriptions

Tampa Sports Authority is comprised of three (3) 18 hole, daily-fee public golf facilities managed and operated by the Tampa Sports Authority.

The Authority's courses, their descriptions and particulars are listed as follows:

**BABE ZAHARIAS GOLF COURSE
11412 FOREST HILLS DRIVE
TAMPA, FL 33614
(813) 631-4535**

Golf Course Description

Built/Open: 1926 and 2004
Architect: Unknown
Par: 72
Length: 6,020 Yards from Back Tee

Turf Type

Greens: Tif-Dwarf Bermuda
Tees: 419 Bermuda
Fairways/Rough: 419/Common/Bahia

<u>Particulars</u>	<u>Measurements:</u>	<u>Approx. Sq.Ft./Acres</u>
Putting Surfaces:	20 Greens	130,000 Sq.Ft.
Tee Surfaces:		175,000 Sq.Ft.
Fairways:	18	30 Acres
Bermuda Rough:		20 Acres
Other Rough Under Irrigation:		25 Acres
Non-Irrigated Turf:		20 Acres
City Owned Lots to be Mowed 22 times/year		10 Acres

HISTORY OF BABE ZAHARIAS

In 1926 the golf course that is now affectionately known as "The Babe" was opened in northwest Tampa as Forest Hills Golf and Country Club. There were riding stables located on the south end of the property and a magnificent two-story clubhouse that included a ballroom. The original course layout had only 10 homes scattered around it. Unlike today the golf course meanders its way through a tree lined neighborhood bordered in many cases with homes and roads on both sides of the fairway.

In 1949 Mildred Ella "Babe" Didrikson Zaharias purchased the golf course. It's been said that "Babe's" actually lived on the second floor of the clubhouse. In 1954 Babe moved into a residence not far from the present clubhouse location. In September of 1956 "Babe" died of cancer in a hospital in Galveston, Texas. Following "Babe's" death the golf course closed. In 1962 the once magnificent clubhouse burned. A contractor from Miami either purchased or wanted to purchase the golf course with the intent of building apartments and condos on golf course property. Fortunately the City of Tampa did not approve the zoning. It then became overgrown and a haven for motorcycle riders. Since that time the property has been re-zoned for use as a park or other recreational use.

Keeping "Babe's" name, the City of Tampa re-opened the golf course as Babe Zaharias in 1974. Now some 30 years later, "The Babe" has had a makeover. All 18 greens were re-built and a new irrigation system has been installed. The work was completed on November 19, 2004. Other minor changes to sand traps and tees were also made. With these changes our goal was to continue to offer a golf course that is challenging for all levels of play and still remain the user-friendly course many of you have grown to know and love.

End of Babe Zaharias Description

**ROCKY POINT GOLF COURSE
4151 DANA SHORES DRIVE
TAMPA, FL 33634
(813) 673-4318**

Golf Course Description

Built/Open: 1911 and 1983
Architect: Unknown
Par: 72
Length: 6,328 Yards from Back Tee

Turf Type

Greens: Tif-Dwarf Bermuda
Tees: 419 Bermuda
Fairways/Rough: 419/Common

<u>Particulars</u>	<u>Measurements:</u>	<u>Approx. Sq.Ft./Acres</u>
Putting Surfaces:	21 Greens	100,000 Sq.Ft.
Tee Surfaces:		130,000 Sq.Ft.
Fairways:	18	35 Acres
Bermuda Rough:		25 Acres
Other Rough Under Irrigation:		13 Acres
Aquatics:		10 Acres

HISTORY OF ROCKY POINT

1911 the Tampa Automobile Club opened for business, making it one of the first golf courses in Florida. In 1942 the club was closed down because of World War II.

The Federal Government turned the club into a part of Drew Field. Barracks were built to hold prisoners of war. In 1953 the Government turned the property over to the City of Tampa for a \$1.

Consequently, the City of Tampa leased the course to J.S. Curly Hartman for 25 years. Curly and his wife, Merle was from Mason City, Iowa. Rocky Point Golf Course reopened in June of 1954. Merle took over operations when Curly passed in 1957. In December of 1963 a third nine was added.

In 1978, after the lease expired the City of Tampa turned over operations to the Tampa Sports Authority.

In December of 1981, Mayor Bob Martinez leased 40+ acres of Rocky Point Golf Course to Critikon Corporation for 99 years in return for a 1.2 million dollar redesign. This included the return from 27 holes to 18 holes. The course reopened on March 5, 1983. The new clubhouse was built and opened in July, 1993.

End of Rocky Point Description

ROGERS PARK GOLF COURSE
7911 N. 30th STREET
TAMPA, FL 33610
(813) 356-1670

Golf Course Description

Built/Open: 1976 and 2000
Architect: Ron Gari
Par: 71
Length: 6,802 Yards from Back Tee

Turf Type

Greens: Contaminated Tif-Dwarf
Tees: 419/Common
Fairways/Rough: 419/Common

<u>Particulars</u>	<u>Measurements:</u>	<u>Approx. Sq.Ft./Acres</u>
Putting Surfaces:	20 Greens	130,000 Sq.Ft.
Tee Surfaces:	70 Tees	130,000 Sq.Ft.
Fairways:	18	50 Acres
Bermuda Rough:		48 Acres
Other Rough Under Irrigation:		22 Acres
St. Augustine Lawn:		.5 Acres
Aquatics:	8	14 Acres
Sand Bunkers:	38	87,500 Sq.Ft.

HISTORY OF ROGERS PARK

During the days of segregation Rogers Park was the only picnic area for the African American community in Tampa. The park took the name of its contributor, G.D. Rogers. After church on Sundays many families came to enjoy the swings, slides, baseball diamond, and picnic area. Mayor Curtis Hixon gave permission to a group of caddies from Palma Ceia (seea) CC to build a nine hole golf course. The first Head Golf Professional, Willie Black directed his group of volunteers. All of the tree removal and shaping was done by hand. Upon its completion in 1952 the Rogers Park Golf Club was born.

In 1976 the City of Tampa gave management rights to the newly formed Tampa Sports Authority. A \$400,000 renovation project began with Ron Gari as the designer. An irrigation system was installed as well as expanding to another city owned property across the street.

In 2000 the Tampa Sports Authority renovated again. This time a 4 million dollar renovation was needed. The irrigation system was replaced; the greens were rebuilt to modified USGA specifications. A lot of other landscaping and reshaping of holes was added to enhance the character of Rogers Park Golf Course.

In 2001 a new maintenance compound was completed, and in 2002 a new clubhouse was built.

Note: There is a three (3) hole practice area with three (3) small tees and three (3) small greens with adjoining fairways and bunkers.

End of Rogers Park Description

4. Current Golf Operations

TSA currently manages 54 holes of golf at (3) different facilities; Babe Zaharias Golf Course, Rogers Park Golf Course and Rocky Point Golf Course. TSA currently employs an electronic tee sheet, STARTERHUT, which allows for staff and customers to book tee times in person at the pro shop via the internet. STARTERHUT is a product of Club Prophet Systems. Customers are limited only by established TSA policies governing tee time reservations. This electronic tee sheet is networked with several other second party reservation providers; TeeOffTampaBay.com; GolfHub.com, GolfNow.com, ParadiseGolf.com and GolfUS.com. TSA currently employs Club Prophet Systems (CPS) for its Point of Sale software vendor. Through CPS's platform we ring golf fees and merchandise sales, manage inventory and create sales reports and calculate the cost of goods sold.

5. Vendor/Company Representative

Vendor shall designate a Project Manager who shall be responsible for the Proposer's overall performance hereunder, and who will, on request of the TSA representative, report any noteworthy highlighted activities/problems/solutions to the TSA and/or TSA's representative.

6. TSA Representative

The TSA will designate, an/a individual(s) to serve as its representative(s) to monitor the Vendor's method of operation. This representative will be direct liaison between the TSA and Vendor.

Section II

Instructions
&
General Provisions

Section II

Instructions and General Provisions

1. Intent

The intent of this Request for Proposals ("RFP") is to solicit offers from highly qualified vendors for a multi-year contract for golf reservation services for TSA's three (3) golf course facilities.

2. Preparation of the RFP

Proposers are expected to examine this RFP and all related documents. Failure to do so is at the Proposer's risk. Each Proposer shall furnish the information required by the RFP.

The Proposer shall retain a copy of all documents for future reference. All proposals must be signed with the company or firm's legal name and by an officer or employee having authority to bind the company or firm by his or her signature.

3. Submission or Receipt of Proposals

One (1) bound original and five (5) bound copies and one (1) unbound copy of the proposal shall be enclosed in a sealed envelope or carton clearly marked:

**RFP #11-01
Golf Reservation Services**

and delivered in person, by messenger, or by U.S. Mail to:

Tampa Sports Authority
Attn: Purchasing Department
4201 N. Dale Mabry Highway
Tampa, FL 33607

Proposals will be received no later than:

Time: **10:00 a.m. (EST)**
Date: **Wednesday, November 3, 2010**

Proposals not so marked may be routed as routine mail and may not be delivered to the Purchasing Department on time.

Facsimile or e-mail proposals **will not** be considered; however, proposals may be modified by facsimile notice provided such notices are received prior to the hour and date specified in the RFP.

Late proposals and modifications will not be considered. Failure to follow the instructions in the RFP is cause for rejection of offer.

All proposals shall be signed in ink by the individual owner or authorized principal of the company.

4. Insurance

The successful Offerer must provide a Certificate of Insurance in accordance with Insurance Requirements prior to execution of the Vendor.

INSURANCE REQUIREMENTS

During the life of this Agreement, the Licensee shall provide, pay for, and maintain with companies satisfactory to the Authority, the types of insurance described herein. All insurance shall be from responsible insurance companies eligible to do business in the State of Florida. All Liability Policies shall provide that the Authority, the City of Tampa, and Hillsborough County are additional insured but solely in accordance with and subject to the indemnification provisions set forth in paragraph 20 above as to the operations of the Licensee under this Agreement and shall also provide the Severability of Interest Provision. The insurance coverage and limits required must be evidenced by properly executed Certificates of Insurance on forms which are to be approved by Licensor and furnished by the Authorized Representative of the insurance company shown in the Certificate with proof that he/she is an authorized representative thereof. In addition, certified, true and exact copies of all insurance policies required shall be provided the Authority if requested on a timely basis.

Thirty (30) days prior written notice by registered or certified mail shall be given the Authority of any cancellation or reduction in the policies' coverage except in the application of the Aggregate Limits Provisions. In the event of a reduction in any Aggregate Limit, the Licensee shall take immediate steps to have it reinstated. If at any time the Authority requests a written statement from the insurance company as to any impairments to the Aggregate Limit, the Licensee shall promptly authorize and have delivered such statement to the Authority. Licensee shall make up any impairment when known to it. The Licensee authorizes the Authority and its Insurance Consultant to confirm all information furnished the Authority, as to its compliance with its insurance carriers. As to the operations of the Licensee, all insurance coverage of the Licensee shall be primary to any insurance of self-insurance program carried by the Authority.

The acceptance of delivery to the Authority of any Certificate of Insurance evidencing the insurance coverage and limits required in the Agreement does not constitute approval or agreement by the Authority that the insurance requirements in the Agreement have been met or that the insurance policies shown in the Certificate of Insurance are in compliance with the Agreement requirements.

No operations under this Agreement shall commence at the site until the required Certificate of Insurance is received and has been approved by the Authority. Evidence of such insurance approval will be provided to Licensee by the Authority in a Notice to Proceed.

If any General Liability Insurance required herein is to be issued or renewed on a "claims made" form as opposed to the "occurrence" form, the retroactive date for coverage shall be no later than the commencement date of this Agreement and shall provide that in the event of cancellation or non-renewal the discovery period for insurance claims (Tail Coverage) shall be unlimited.

All of the required insurance coverage shall be issued as required by law and shall be endorsed, where necessary, to comply with the minimum requirements contained herein. Thirty (30) days prior written notice by certified or registered mail shall also be given to:

**Mrs. Jeanette Baker
Director of Finance & Administration
Tampa Sports Authority
4201 N. Dale Mabry Hwy.
Tampa, Florida 33607**

as to cancellation of any policy and any change that will reduce the insurance coverage required in this Agreement except for the application of the Aggregate Limits Provisions.

Should at any time the Licensee not, in the opinion of the Authority, provide or maintain the insurance coverage required in this Agreement, the Authority may terminate or suspend this Agreement.

The amounts and types of insurance shall conform to the following minimum requirements with the use of Insurance Service Office (ISO) policies, forms, and endorsements or broader where applicable. Notwithstanding the foregoing, the wording of all policies, forms, and endorsements must be acceptable to the Authority.

INSURANCE COVERAGE AND LIMITS

- A. **Workers' Compensation and Employers' Liability Insurance** shall be maintained in force during the term of this agreement for all employees of Licensee engaged in this Work under this Agreement, in accordance with the laws of the State of Florida. The amount of the Employers' Liability Insurance shall not be less than:

Workers' Compensation	Florida Statutory Requirements
Employers' Liability:	\$100,000 Limit Each Accident
	\$500,000 Limit Disease Aggregate
	\$100,000 Limit Disease Each Employee

- B. **Commercial General Liability Insurance** shall be maintained by the Licensee. Coverage shall include, but not be limited to, Premises and Operations, Personal Injury, Contractual for the Agreement, Independent Contractors, Broad Form Property Damage including Completed Operations, and Products & Completed Operations Coverage and shall not exclude coverage for the "X" (explosion), "C" (collapse) and "U" (underground) Property Damage Liability exposures.

Limits of Coverage shall not be less than:

Bodily Injury, Personal Injury, & Property Damage Liability:

\$1,000,000 Combined Single Limit Each Occurrence and Aggregate

\$1,000,000 Each occurrence and Aggregate for Liability under this Specific Agreement. The Aggregate limits shall be separately applicable to this specific event.

Should the Licensee's General Liability Insurance be written or renewed on the Comprehensive General Liability Form, then the limits of coverage required shall not be less than:

Bodily Injury, Personal Injury & Property Damage Liability:

\$1,000,000 Combined Single Limit Each Occurrence

- C. **Automobile Liability Insurance** shall be maintained by the Licensee as to the Ownership, maintenance, and use of all owned, non-owned, leased or hired vehicles to be used for the event with limits of not less than:

Bodily Injury & Property Damage Liability:

\$1,000,000 Combined Single Limit Each Occurrence

[SAMPLE CERTIFICATE BELOW]

Certificate of Insurance

In consideration of the premiums charged on the insurance policies shown in this certificate, this certificate of insurance is issued to the certificate holder shown below. This certificate does not amend, extend or alter the coverages afforded by the policies listed below except as shown below.

NAME AND ADDRESS OF AGENT	INSURERS PROVIDING COVERAGES
NAME AND ADDRESS OF INSURED	COMPANY LETTER A
	COMPANY LETTER B
	COMPANY LETTER C
	COMPANY LETTER D
	COMPANY LETTER E


This is to certify that the insurance policies listed below have been issued to the insured and are in force at this time. It is agreed that none of these policies will be cancelled or changed so as to reduce the coverages described by this certificate until after 30 days advanced written notice of such cancellation or change has been delivered to the certificate holder at their address shown below. It is also agreed that 30 days advanced written notice by the insurance companies listed above of their intent not to renew their policies listed below for the coverages provided in this certificate will be given to the certificate holder at its address shown below. The policies shown in this certificate are primary to any insurance carried by the certificate holder or any self-insurance program thereof for this specific location, project or event.

UNPAID DEDUCTIBLE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE	ALL LIMITS IN THOUSANDS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> LIABILITY <input type="checkbox"/> OWNERS & CONTRACTORS HOME USE <input type="checkbox"/> TOWN HOME <input type="checkbox"/> HOUSING UNIT PROPERTY DAMAGE <input type="checkbox"/> NONPROFIT ORGANIZATION				BODILY INJURY AND PROPERTY DAMAGE FIRE, LIGHTNING AND FINE MEDICAL EXPENSE AND SURVIVAL BENEFIT PERSONAL AND ADVERTISING GENERAL AGREEMENTS CONTRACT LIABILITY AGREEMENT PRODUCTS LIABILITY AGREEMENT
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OTHERS AUTO <input type="checkbox"/> COMMERCIAL AUTO <input type="checkbox"/> PASSENGER AUTO <input type="checkbox"/> NON-PASSENGER AUTO				BODILY INJURY AND PROPERTY DAMAGE UNINSURED MOTORIST PROPERTY DAMAGE BODILY INJURY AND PROPERTY DAMAGE MEDICAL EXPENSE
	EXCESS LIABILITY <input type="checkbox"/> BUSINESS OVERLAP <input type="checkbox"/> OTHER THAN BUSINESS OVERLAP <input type="checkbox"/> Indemnified <input type="checkbox"/> Non-Indemnified				BUSINESS OVERLAP PROPERTY DAMAGE CONTRACTS
	WORKERS' COMPENSATION and EMPLOYERS' LIABILITY				COST REIMBURSEMENT BODILY INJURY AND PROPERTY DAMAGE MEDICAL EXPENSE BODILY INJURY AND PROPERTY DAMAGE MEDICAL EXPENSE
	OTHER				

Contracted liability coverage. Certificate of Insurance.
 This Policy is issued to the City of Tampa, Florida, and Hillsborough County, Florida, both these named on additional insureds as respect to the General, Automobile, and Excess liability policies described herein.
 The General, Automobile, and Excess liability policies described herein are the applicable minimum insurance of the risks provided applicable to the named insured and the Authority.
 Proof of representation, with each insurance company named above, must be attached to this certificate for the authorized representative.

DESCRIPTION OF OPERATIONS/LOCATION/VEHICLES/SPECIAL ITEMS

* SPECIFIC PROJECT/LOCATION LIABILITY LIMITS APPLICABLE TO:

NAME AND ADDRESS OF CERTIFICATE HOLDER  Tampa Sports Authority 1000 TROPICAN BLVD. SUITE 1000 TAMPA, FLORIDA 33602 TELEPHONE (813) 288-6800 FAX (813) 673-4306	Date Issued: _____ Authorized Representative: _____ Type Name: _____ Address: _____ Telephone #: _____ FAX #: _____
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5. Right to Reject Proposal

Right is reserved to reject any or all proposals for any reason and to disregard typographical, mathematical, or obvious errors. The Authority will not pay any costs incurred by any Offerors in the preparation of proposals or presentations.

6. Explanations

Explanations or instructions shall not materially alter the RFP unless they are in writing. Oral explanations or instructions given before the award of the Agreement will not be binding. If necessary, a written addendum to the RFP will be issued by the Tampa Sports Authority through email or facsimile and will be posted to our website at www.tampasportsauthority.com.

All questions or requests for additional information are required to be in writing and may be faxed to 813-350-6611 or e-mailed to djones@tampasportsauthority.com no later than Monday, November 1, 2010 not later than 1:00p.m. EST.

7. Ex Parte Communication

In order to ensure fair evaluation of proposals, ex parte communication initiated by offerors is prohibited from the time the responses are opened until a final decision has been made. No offeror may initiate communication with any City, Council Member, County Commissioner or any Tampa Sports Authority director, board member, official, staff, consultant, or employee who is participating in the evaluation process. Any and all communication initiated by an offeror after the responses are opened must be in writing to:

**Deltacia Jones, Senior Procurement Analyst
Purchasing Department
4201 N. Dale Mabry Highway
Tampa, FL 33607
813-350-6611 Fax
djones@tampasportsauthority.com**

The Evaluation Committee may, however, initiate communication with any offeror in order to obtain additional information or clarification necessary for fair evaluation of their proposal. Ex parte communication initiated by an offeror may disqualify that offeror from consideration for this or future Requests for Proposals.

8. Omissions

Failure or omission of any responder to receive or examine any form, instrument, or other documents shall in no way relieve any offeror from any obligation with respect to this proposal or the evidence of compliance with this proposal.

9. Acceptance of Offer

The signed proposal shall be considered an offer on the part of the Contractor. Such offer shall be deemed accepted upon execution of the Agreement.

10. Evaluation Criteria

The following six (6) criteria and associated point values are the basic framework for the evaluation of each proposal. Therefore, as only the framework for the evaluation, it is the responsibility and incumbent upon every proposer to provide through their proposal any/all specific information to the Selection Committee through your written proposal that demonstrates to each Committee Member your firm’s ability to perform and provide satisfactory service to the TSA.

The TSA through this RFP document has provided the criteria with associated point ranges and maximums. Each evaluator, therefore, has discretion to assign points in relation to the quality of your written proposal in response to, or the addressing of, each selection of the evaluation criteria.

NOTE: Points assigned by each evaluator are important in that they form the basis for each individual evaluator’s order of ranking. Points or point spreads between each firm by each evaluator are not important to the Committee as a whole as the decision or recommendation of the Selection Committee will be based on cumulative rank.

POINT SYSTEM FOR EVALUATION WITH ASSOCIATED CRITERIA:

A.	<u>Responsiveness to RFP</u> Following proposal format, clarity of proposal, ability to explain complex ideas.	0 – 5 Points
B.	<u>Ability Presentations</u> Oral/Written presentation skills.	0 – 5 Points
C.	<u>Organization of firm</u> Size, structure and organization, key personnel committed to service.	0 – 10 Points
D.	<u>Demonstrated Experience</u> Documentation of similar projects performed, references, government experience, financial/other resources.	0 - 30 Points
E.	<u>Ability To Perform/Management Plan</u> Ability to provide all services/products requested.	0 – 25 Points
F.	<u>Total Financial Package</u>	<u>0 – 25 Points</u>
	Total Possible Points	100

11. Proposal Evaluation Procedure

The proposals will be evaluated based on the factors set forth in the RFP and may be reduced to three or fewer Contractors. Discussions may be conducted with these Contractors to further clarify the Authority’s requirements and the Contractors’ proposals. Contractors may be required to make presentations.

12. Selection

Proposals received at submittal deadline will be reviewed first by the Purchasing Department to determine if each proposer has submitted the required information and/or met any/all mandatory requirements. Those proposals found to be non-responsive to the basic submittal requirements shall be rejected from further consideration.

Those proposers fulfilling the basic submittal requirements shall be referred to the Selections Committee for review and further consideration.

The Selection Committee shall meet to rank each firm proposing. The rankings shall be the result of each selection committee member scoring each firm against the criteria listed herein. The members shall then total the scores for each firm and assign a ranking based on their scoring totals. The rank order assigned by each evaluator will be recorded and an overall committee ranking will be established. This recommendation shall be brought before the TSA Board of Directors for their approval in order to commence negotiations as required.

Pending successful contract(s) negotiations, the formal contracts will be returned to the TSA Board of Directors for execution.

The TSA retains the right, should the TSA determine the negotiations have not been successful, to return to the next highest ranked firm(s) and begin new renegotiations. This process may continue until such time the TSA has determined the negotiations to be successful.

Summary: *All proposers shall be advised that the Selection Committee may determine that oral presentations and interviews, additional written information, internal staff analysis and presentations, outside consultants and/or any other information may be requested by the Selection Committee at any time during the selection process in order to help the committee determine the Shortlist and final ranking of firms and/or approaches. The Selection Committee may determine, as the result of additional information, that the impact of this information is significant and shall be accorded as such and may be incorporated into the Shortlist scoring and/or ranking at the discretion of the Committee. If requested, the presentations/interviews will be conducted on **Wednesday, November 10th, 2010 at estimated 9:00am, 11:00am and 1:00pm.***

13. Tentative Schedule

Solicitation/Advertising	October 17 th & 24 th , 2010
Mandatory Pre-Proposal Conference	October 28 2010 at 10am
Deadline for Questions	November 1, 2010 (not later than 1pm EST)
Proposal Due Date/Opening.....	November 3, 2010 at 10am
Shortlist Meeting	November 8, 2010 at 10am
Presentations/Interviews (if applicable)	November 10, 2010 at 9am, 11am, & 1pm
Final Ranking Meeting.....	November 10, 2010 at 3pm
Board Approval	November 22, 2010

14. Award Without Discussion

The Authority may award the Agreement on the basis of initial offers received, without discussions. Therefore, each initial offer should contain the Proposer's best terms from a cost or price and technical standpoint.

15. Award of Agreement

An award shall be made to the responsible Vendor whose proposal is determined, in writing, to be the most advantageous to the Authority, taking into consideration price and the evaluation factors set forth in the RFP.

16. Modification or Withdrawal of Offer

An offer may not be modified, withdrawn, or canceled by the Proposer for 90 days following the time and date designated for the opening of proposals (except when requested by the Authority for clarification, presentation or best and final offers) and the Proposer so agrees by submitting its proposal.

17. Discrepancies, Errors, and Omissions

Any discrepancies, errors, or ambiguities in the RFP or addenda (if any) should be reported in writing to the Authority's Purchasing Department. Should it be found necessary, a written addendum will be incorporated in the RFP and will become part of the Agreement. The Authority will not be responsible for any oral instructions, clarifications, or other communications.

18. Disqualification

The Authority reserves the right to disqualify offers before or after opening, upon evidence of collusion with intent to defraud or other illegal practices on the part of the Proposers.

19. Due Diligence

Due care and diligence has been used in preparing these specifications and related information. However, no warranties are made as to the accuracy and completeness of the required information. It is the responsibility of the offeror to ensure that they have all the information necessary to effect their proposal. The Authority will not be responsible for the failure on the part of the offeror to determine the full extent of the risk exposure and scope of work required to effectively perform under contract. Offerors are expected to examine the conditions, scope of work, special conditions, technical specifications, and all instructions pertaining to services involved. Failure to do so will be at offeror's risk.

20. Taxes

The Authority does not pay Federal Excise and Sales Taxes or State Excise and Use Taxes. Tax Exemption Certificate will be provided upon request.

21. Governmental Restrictions

In the event any governmental restrictions may be imposed which would necessitate alteration of the services offered in this proposal prior to their beginning of work, it shall be the responsibility of the successful offeror to notify the Tampa Sports Authority at once, indicating in writing the specific regulation which required an alteration. Authority reserves the right to accept any such alteration, including any price adjustments occasioned thereby, or to cancel the contract at no expense to Authority.

22. Advertising

In submitting a proposal, offeror agrees not to use the results as a part of any advertising.

23. Excess Re-Procurement Liability

Proposer shall be liable to Authority for all expenses incurred by Authority in re-procuring elsewhere the same or similar services offered by Proposer hereunder, should proposer fail to perform. Such re-procurement expense obligation by proposer shall be limited to the excess over the agreed upon price.

24. Waiver of Breach

No waiver of any breach of this agreement shall be held to be a waiver of any subsequent breach of this agreement.

25. Entire Agreement

This agreement contains the entire understanding of the parties and supersedes all previous verbal and written agreements; there are no other agreements, representations or warranties not set forth herein. In the event any portion of this agreement shall be declared by any court of competent jurisdiction to be invalid or unenforceable, the parties agree that such invalid or unenforceable portion shall be severable, and the contract shall be treated as though that portion had never been part of this agreement.

26. Execution of Agreement

The individual, firm, or corporation to which the Agreement has been awarded shall sign the necessary Agreement entering into a contract with the Authority, and return it to the Authority within ten (10) business days from the date the final approved Agreement has been received by the successful Proposer. The Agreement shall not be considered binding upon the Authority until it has been properly executed.

27. Public Records Law

Offeror shall treat all documents concerning its contractual obligations under this Agreement as public records and abide by the Florida Laws governing public records.

28. Compliance with Laws

Offeror shall comply with all applicable federal, state, and local laws, ordinances, rules and regulations, the federal and state constitutions, and orders and decrees of any lawful authorities having jurisdiction over the matter at issue (collectively, "Laws"), including but not limited to Laws relating to nondiscrimination in employment, the furnishing of equal employment opportunity and environmental Laws. Proposer shall also comply with Authority policies and procedures including but not limited to policies and procedures related to security and internet access.

29. Assignment and Sub-Letting

No assignment of the contract or any right occurring under this contract shall be made in whole or part by the Proposer without the express written consent of the Board of Directors. In the event of any assignment, the assignee shall assume the liability of the Proposer.

30. Governing Law; Consent to Jurisdiction

This Agreement shall be governed by and construed and interpreted in accordance with the laws of the State of Florida. Each of the parties hereto:

- (a) Irrevocably submits itself to the exclusive jurisdiction of the Circuit Court of the State of Florida, Hillsborough County, and the jurisdiction of the United States District Court for the Middle District of Florida, for the purposes of any suit, action, or other proceeding arising out of, or relating to, this Agreement;
- (b) Waives and agrees not to assert against any party hereto, by way of motion, as a defense or otherwise, in any suit, action, or other proceeding, (1) any claim that is not personally subject to the jurisdiction of the above-named courts for any reason whatsoever or that its property is exempt or immune from setoff, execution, or attachment, either prior to judgment or in aid of execution, for any reason whatsoever; and (2) to the extent permitted by applicable law, any claim that such suit, action or proceeding by any party hereto is brought in an inconvenient forum or that the venue of such suit, action, or proceeding is improper or that this Agreement or the subject matter hereof may not be enforced in or by such courts.

31. Non-budgeted Funds

In the event that sufficient budgeted funds are not available for a new fiscal period, the Authority shall notify the contractor of such occurrence and the contract shall terminate on the last day of the current fiscal year without penalty or expense to the Authority.

32. Attorney's Fees

In the event either party employs an attorney to enforce any of the conditions of this agreement or to enforce any covenants hereunder or to enforce any of the rights, remedies, privileges, or options at law or in equity; the prevailing party shall be entitled to reimbursement from the non-prevailing party of all legal costs and expenses incurred or paid by the prevailing party in so doing, including without limitation, all attorney and paralegal fees and costs if the matter is settled by legal action at the trial court level and at any and all appellate court levels in all matters of collection, enforcement, construction, and interpretation, as well as appearances in and connected with any bankruptcy proceedings or creditors' reorganization or similar proceedings

33. Force Majeure

In the event that either party hereto shall be delayed or hindered in or prevented from the performance required hereunder by reason of strikes, lockouts, labor troubles, failure of power, riots, insurrection, war, acts of God, or other reason of like nature not the fault of the party delayed in performing work or doing acts ("Permitted Delay"), such party shall be excused for the period of time equivalent to the delay caused by such Permitted Delay. Notwithstanding the foregoing, any extension of time for a Permitted Delay shall be conditioned upon the party seeking an extension of time delivering written notice of such Permitted Delay to the other party within ten (10) days of the event causing the Permitted Delay.

34. Hold Harmless

The Vendor agrees to indemnify, hold harmless, and defend Authority of, from, and against all liability and expense, including reasonable attorney's fees, in connection with any and all claims whatsoever for personal injuries or property damage caused by the negligent or deliberate act or omission of the Vendor, its agents, officers, employees, and all other persons as a result of the performance of the services. This includes claims made by the employees of the Vendor against the Tampa Sports Authority and Vendor hereby waives its entitlement, if any, to immunity under Section 440.11, Florida Statutes. This shall not be construed in any way as a waiving of any immunity the Authority may have under the Doctrine of Sovereign Immunity or of 768.28, Florida Statutes.

35. Drug Free Workplace

Preference shall be given to businesses with drug-free workplace programs in accordance with Section 287.087, Florida Statutes. Whenever two or more proposals which are equal with respect to price, quality, and service are received by the Authority for the procurement of commodities or contractual services; a proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie proposals will be followed if none of the tied offerors have a drug-free workplace program.

36. Public Entity Crimes

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

37. Termination of Contract

This Contract may be terminated, in whole or in part, by the Tampa Sports Authority with or without cause, upon written notice to the Vendor 90 days prior to termination. The Vendor shall be paid for services rendered (if applicable) to the TSA's satisfaction through the date of termination.

TSA reserves the right to terminate this Agreement with 30 days written notice if:

- a. Vendor is determined by the Authority to be in breach of any of the terms and conditions of this Agreement;
- b. The Authority has determined that such termination will be in the best interest of the Authority to terminate this Agreement for its own convenience; or
- c. Funds are not available for this service. The Authority's obligation is contingent upon the availability of appropriated funds.

38. Addenda

If, with respect to this Request for Proposal, any addenda are issued, they will be sent by US Mail to all prospective proposers who obtained this Request for Proposals. However, it shall be the responsibility of each proposer to ensure that they obtain all addenda and attach same to their proposal.

39. Exceptions

Any deviations from the terms, conditions or specifications in any part of this RFP must be clearly pointed out and incorporated; however, such statement shall not relieve the Proposer from meeting RFP requirements. In the absence of such statements, the TSA will assume that all items offered are in strict compliance with the RFP specifications and the successful proposer will be held responsible for such compliance.

40. EEOC/WMBE/DM/DWBE/SBE:

The Authority is an equal employment opportunity employer and encourages the firms and contractors with whom it does business to likewise follow these principles.

WMBE/DM/DWBE/SBE businesses will be afforded full opportunity to submit bids in response to this Request for Proposal and will not be discriminated against on the grounds of race, color, creed, sex or natural origin in consideration for an award.

41. Summary

Tampa Sports Authority's goal is to have a golf reservation services system in place that will benefit our customers as well as golf course staff members.

The contents of this proposal submitted by the successful contracting vendor and this request for proposals will become a part of any contract award as a result of these specifications. The successful vendor will be expected to sign a contract with Tampa Sports Authority.

Section III

Scope of Work

Section III

Scope of Work

1. Intent

The intent of this Request for Proposals ("RFP") is to solicit offers from qualified companies for a multi-year contract for golf reservation service.

2. Scope

Offeror shall furnish all labor, material, supervision, travel, equipment and software with software support to provide the Authority with a high quality golf reservation service system.

3. Effective Contract Term

The proposed effective term of this contract shall be for a period of three years (3yrs) effective January 1, 2011 through December 31, 2013 with one (1) additional (2) year renewal options to be effective January 1, 2014 through December 31, 2015.

Contract may be renewed with the additional 2 year term after the initial 3 year period of performance. This renewal is based upon agreeable terms negotiated beginning 90 days prior to expiration date. If agreeable terms are not met, the Authority will notify the Contractor in writing of non-renewal 60 days prior to the expiration date.

4. Terms and Conditions

Offeror warrants that terms and conditions are firm for the agreement period as stated in the Request for Proposals ("RFP").

5. Licenses and Permits

Offeror shall be responsible for obtaining any and all necessary licenses, certifications and approvals which may be required by any government agency in connection with Offeror's performance of this Agreement. Offeror shall provide the Authority with written evidence of such licenses, certifications and approvals.

6. No Liens

Contractor shall not suffer any liens to be filed against any Authority, City of Tampa or Hillsborough County property by reason of any work, labor, services or materials performed at or furnished to Authority property, to Vendor, or to anyone using Authority property through or under Vendor. Nothing contained in this Agreement shall be construed as consent on the part of the Authority to subject Authority property or any part thereof to any lien or liability under any Laws.

7. No Waiver

No provision of this Agreement will be deemed waived unless expressly waived in writing signed by the waiving party. No waiver shall be implied by delay or any other act or omission of either party. No waiver by either party of any provision of this Agreement shall be deemed a waiver of such provision with respect to any subsequent matter relating to such provision, and the Authority's consent respecting any action by Offeror

shall not constitute a waiver of the requirement for obtaining the Authority's consent respecting any subsequent action.

8. Performance

Contractor shall be responsible for performing the work necessary to meet Authority standards in a safe, neat, and good workmanlike manner, using only generally accepted methods in carrying out the work, and complying with all federal and state laws, and all ordinances and codes of the Authority relating to such work.

9. Examination of the Work

The Authority shall be furnished with every means to verify whether or not the materials and work are in accordance with the requirements of this Agreement. Failure to reject or condemn defective work at the time it is done will not prevent its rejection whenever it is discovered.

10. Acknowledgment

Within 10 business days of receipt of the Agreement, Contractor shall submit to the Authority a fully executed "Acknowledgment" form.

Section IV

Proposal Response Format & Requirements

Section IV
Proposal Response Format & Requirements

Proposers shall present their responses to the Request for Proposals in the manner and format listed below, identifying each response by its respective tab numeral.

Tab Item

- I. *Operation Scope* - Proposer should provide a detailed presentation on the proposed golf reservation system operations.

- II. *Experience* – Outline the number of current golf courses under contract with your company for golf reservation services. Include the most recent corporate audited financial statement for your corporation or other mechanism to demonstrate corporate financial strength.

- III. *Length of Contract and Renewals* – The Authority has an interest in a three (3) year contract agreement with one (1) two (2) year renewal option. Outline the proposed terms, length and options as part of the proposal.

- IV. *Proposal Presentations* – The Authority may require proposers to make a formal presentation of their respective proposals. An agenda of specific interest points identified by the Authority may be provided to respondents prior to the presentation date. Specific interest points may vary by Proposer.

- V. *Evaluation Process* - The Authority has outlined the minimum requirements to be provided as part of the RFP process.

A Selection Committee appointed by the Authority will review the proposals, interview top candidates and make a staff recommendation to the Authority’s Board of Directors at the monthly board meeting.

- VI. *Proposer Operational Plan* – The Authority will place significant emphasis on the Proposer’s ability to present a strategic, innovative operational plan. The number and quality of golf courses under contract is a significant factor. Cost and service levels, corporation financial strength and viability are also major factors.

- VII. *Proposer Experience and Qualifications* – The Authority requires that each Proposer possess substantial experience relative to golf reservation operations. All golf courses under contract and contact person for each golf course under contract must be provided.

REVIEW AND ASSESSMENT

Proposers will be evaluated on the following criteria. These criteria will be the basis for review of the written proposals, discussions, and interview sessions (if necessary). TAMPA SPORTS AUTHORITY RESERVES THE RIGHT TO EVALUATE AND AWARD ON THE BASIS OF INITIAL PROPOSALS WITHOUT INTERVIEW SESSIONS.

1. Qualifications and experience of the proposer and assigned staff members;
2. Understanding of the required services and their respective objectives;
3. The degree of completeness of response to the specific requirements of the Request for Proposals;
4. Cost.

The Proposer shall be required before the award of any contract to show to the complete satisfaction of Tampa Sports Authority that it has the necessary facilities, ability and financial resources to provide the service specified therein in a satisfactory manner. The Proposer may also be required to give a past history and references in order to satisfy Tampa Sports Authority with regard to the Proposer's qualifications. Tampa Sports Authority may take reasonable investigations deemed necessary and proper to determine the ability of the Proposer to perform the work, and the Proposer shall furnish to the TSA all information for this purpose that may be requested. The TSA reserves the right to reject any proposal if the evidence submitted by, or investigation of, the Proposer falls to satisfy the TSA that the Proposer is properly qualified to carry out the obligations of the contract and to complete the work described therein. Evaluation of the Proposer's qualifications shall include:

1. The ability, capacity, skill, and financial resources to perform the work or provide the service required;
2. The ability of the Proposer to perform the work or provide the service promptly or within the time specified, without delay or interference;
3. The character, integrity, reputation, judgment, experience, and efficiency of the Proposer; and
4. The quality of performance of previous contracts or services.

POSTING OF AWARD RECOMMENDATION (S)

Award recommendation (s) will be posted for review by interested parties at the Purchasing Department prior to execution and will be sent to each proposer with a copy of the request in writing to each party submitting a proposal.

Section V

Minimum Proposal Information Required

Minimum Proposal Information Required

Please address the following questions and or issues in your Proposal

COMPUTER SOFTWARE, HARDWARE AND ARCHITECTURE

1. Internet technology and architecture.
2. Tee sheet software technology, architecture and infrastructure requirements.
3. Hours of operation for internet reservations and call center operations.
4. Ability to customize reservations to establish Tampa Sports Authority policies.
5. Ability to duplicate or modify existing Tee Sheet software to allow for other facility or programming bookings, including reservation sheets for rental halls, on-line calendar function that allows customers to receive current availability information on facilities or programs, on-line reservations for golf lessons, clinics or leagues.
6. Performance standards for Internet reservations, electronic tee sheet availability and call center operations. Address backup systems employed to correct any malfunction of proposed reservations system.

ELECTRONIC TEE SHEET

1. Ability to change tee time intervals on a daily basis.
2. Ability to book group outings and leagues in advance.
3. Ability to book various types of tournaments, including speedy play, full shotguns and modified shotguns.
4. Ability to attach notes to a reservation or group reservation.
5. Ability to view reservations booked on both the front 9 and the back 9.
6. Ability to search for past and future reservations based on a customer's name and/or telephone number.
7. Ability to generate various reports normally associated with golf operations, including starter reports, no-show reports, tee time utilization reports, customer cancellations, cancellation numbers, number of rounds played by each customer at each location, customer round history, daily rounds played report, rounds played by type report, daily note report on customers, rounds generated by zip codes and area codes and reports that include player histories, including the number of rounds played, the number of rounds cancelled, a customer report that shows any staff reports on the customer, including no-show violations, invalid credit cards.
8. Ability to track rounds based on the month, day or time of play.
9. Customer membership privileges – Does the system allow for extending privileges to customers that have a membership level and how does the system keep updated from season to season based on membership renewals?
10. Database capabilities, including the type of customer information stored. Please address duplicate records and how your system is updated with current customer information. Also, include database ownership on customers.
11. Ability to search among golf courses for a time for a customer to produce the best available tee time offering to the customer based on certain criteria, including location, distance and available tee times.
12. Ability to close tee times or remove tee times from customers and or call center staff.

CALL CENTER OPERATIONS

1. Ability to communicate local information through call center operations.
2. Referrals within the Tampa Sports Authority system through the call center, including tracking of referrals and pass-alongs.
3. Ability to transfer phone calls from call center to golf course.
4. Call Center Staff Training, including customer service and the ability of staff to differentiate between the various golf course policies under contract.
5. The cost differential between a contract that includes the operation of a call center and a contract that does not include a call center operation.

OTHER OPPORTUNITIES

1. Marketing, including initiatives, direct e-mail campaigns, surveys and links to various websites.
2. Programming – How does your proposal allow for on-going changes within the golf market, including implementation of new staff ideas including changes to existing software or programs? Describe ownership of the software and the ability to evolve in a timely fashion to new Authority initiatives.
3. Connectivity to any POS Systems.

EQUIPMENT AND SERVICE PRICING

1. Pricing for hardware and any peripherals necessary to implement the reservation system at the Pro Shop at each location, including, but not limited to screens, keyboards, hard drives, caches, printers.
2. Pricing for software to access the electronic tee sheet at each location, including all and any license costs.
3. Pricing for any additional costs associated with the proposal, including call center operations, phone line requirements and costs for Internet access.
4. Pricing for any additional opportunities available through the proposer, including direct e-mail marketing, course surveys, facility rentals (hall rentals), scheduling for PGA Pro-s private lessons, group lessons and clinics and on-line reservations for various programs offered through the Tampa Sports Authority.

TEE RESERVATION SYSTEM

1. 24 hour live operator call center maintained and controlled by the Respondent.
2. Rollover to call center option after designated number of rings/busy/no answer.
3. Online and telephone reservation capability.
4. Capture and provision of user data via reservation system.
5. Email reminder capability to clients.
6. Ability to email client database or portions thereof.
7. Ability to track frequent users/loyalty program.

POS SOFTWARE/HARDWARE REQUIREMENTS

1. Photo ID System for golfers, as determined by TSA.
2. Gift Cart System – Ability to issue, track and redeem.
3. Inventory Management System (check-in, label and track inventory).
4. Credit card charge system.
5. Management capability for TSA POS Manager, including ability to control/edit security access, generate reports and edit inventory management controls.

PRICING SUMMARY SHEET FOR BABE ZAHARIAS

YEAR 1 (JANUARY 1ST, 2011 THRU DECEMBER 31ST, 2011)

UNIT (MONTHLY) COST _____

ANNUAL (YEAR 1) COST _____

YEAR 2 (JANUARY 1ST, 2012 THRU DECEMBER 31ST, 2012)

UNIT (MONTHLY) COST _____

ANNUAL (YEAR 2) COST _____

YEAR 3 (JANUARY 1ST, 2013 THRU DECEMBER 31ST, 2013)

UNIT (MONTHLY) COST _____

ANNUAL (YEAR 3) COST _____

2 YEAR RENEWAL OPTION (YEAR 1)- (JANUARY 1ST, 2014 THRU DECEMBER 31ST, 2014)

UNIT (MONTHLY) COST _____ ****

ANNUAL (YEAR 1) COST _____ ****

2 YEAR RENEWAL OPTION (YEAR 2)- (JANUARY 1ST, 2015 THRU DECEMBER 31ST, 2015)

UNIT (MONTHLY) COST _____ ****

ANNUAL (YEAR 2) COST _____ ****

INITIAL SET-UP COSTS (MATERIALS/SOFTWARE, ETC.) _____ +

TOTAL OF YEARS 1-3 (3 YEARS) BABE ZAHARIAS _____ =

GRAND TOTAL (3 YEARS) BABE ZAHARIAS _____ *

TOTAL OF RENEWAL YEARS 1-2 (2 YEARS) BABE ZAHARIAS _____ ****

PRICING SUMMARY SHEET FOR ROCKY POINT GOLF COURSE

YEAR 1 (JANUARY 1ST, 2011 THRU DECEMBER 31ST, 2011)

UNIT (MONTHLY) COST _____

ANNUAL (YEAR 1) COST _____

YEAR 2 (JANUARY 1ST, 2012 THRU DECEMBER 31ST, 2012)

UNIT (MONTHLY) COST _____

ANNUAL (YEAR 2) COST _____

YEAR 3 (JANUARY 1ST, 2013 THRU DECEMBER 31ST, 2013)

UNIT (MONTHLY) COST _____

ANNUAL (YEAR 3) COST _____

2 YEAR RENEWAL OPTION (YEAR 1)- (JANUARY 1ST, 2014 THRU DECEMBER 31ST, 2014)

UNIT (MONTHLY) COST _____ ****

ANNUAL (YEAR 1) COST _____ ****

2 YEAR RENEWAL OPTION (YEAR 2)- (JANUARY 1ST, 2015 THRU DECEMBER 31ST, 2015)

UNIT (MONTHLY) COST _____ ****

ANNUAL (YEAR 2) COST _____ ****

INITIAL SET-UP COSTS (MATERIALS/SOFTWARE, ETC.) _____ +

TOTAL OF YEARS 1-3 (3 YEARS) ROCKY POINT _____ =

GRAND TOTAL (3 YEARS) ROCKY POINT _____ *

TOTAL OF RENEWAL YEARS 1-2 (2 YEARS) ROCKY POINT _____ ****

PRICING SUMMARY SHEET FOR ROGERS PARK GOLF COURSE

YEAR 1 (JANUARY 1ST, 2011 THRU DECEMBER 31ST, 2011)

UNIT (MONTHLY) COST _____

ANNUAL (YEAR 1) COST _____

YEAR 2 (JANUARY 1ST, 2012 THRU DECEMBER 31ST, 2012)

UNIT (MONTHLY) COST _____

ANNUAL (YEAR 2) COST _____

YEAR 3 (JANUARY 1ST, 2013 THRU DECEMBER 31ST, 2013)

UNIT (MONTHLY) COST _____

ANNUAL (YEAR 3) COST _____

2 YEAR RENEWAL OPTION (YEAR 1)- (JANUARY 1ST, 2014 THRU DECEMBER 31ST, 2014)

UNIT (MONTHLY) COST _____ ****

ANNUAL (YEAR 1) COST _____ ****

2 YEAR RENEWAL OPTION (YEAR 2)- (JANUARY 1ST, 2015 THRU DECEMBER 31ST, 2015)

UNIT (MONTHLY) COST _____ ****

ANNUAL (YEAR 2) COST _____ ****

INITIAL SET-UP COSTS (MATERIALS/SOFTWARE, ETC.) _____ +

TOTAL OF YEARS 1-3 (3 YEARS) ROGERS PARK _____ =

GRAND TOTAL (3 YEARS) ROGERS PARK _____ *

TOTAL OF RENEWAL YEARS 1-2 (2 YEARS) ROGERS PARK _____ ****

**SWORN STATEMENT UNDER SECTION 105.08,
TAMPA SPORTS AUTHORITY CODE, ON DISCLOSURE OF RELATIONSHIPS**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract No. _____
_____ for _____

2. This sworn statement is submitted by: _____

(Name of entity submitting Statement)

whose business address is:

and (if applicable) its Federal Employer Identification Number (FEIN) is _____

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement _____.)

3. My name is _____
(Please print name of individual signing)

and my relationship to the entity named above is _____

4. I understand that an "affiliate" as defined in Section 105.08, Tampa Sports Authority Code, means:

The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of the entity.

5. I understand that the relationship with a TSA employee that must be disclosed as follows:

Father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, grandparent, or grandchild.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. [Please indicate which statement applies.]

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, have any relationships as defined in section 105.08, Tampa Sports Authority Code, with any TSA Commissioner or TSA employee.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents, who are active in management of the entity have the following relationships with a TSA Commissioner or TSA employee:

Name of Affiliate or entity	Name of TSA Commissioner or employee	Relationship
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Signature)

(Date)

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20__, by _____, who is personally known to me or who has produced _____ as identification.

NOTARY PUBLIC

SIGN: _____

PRINT: _____

Notary Public, State at large
My Commission Expires:

(Seal)

APPENDICES

Appendix A Acknowledgment Form

Appendix B Acknowledgment of Addenda

**Appendix C Preference to Businesses with
Drug Free Workplace Programs**

**TAMPA SPORTS AUTHORITY
ACKNOWLEDGEMENT FORM
PROPOSAL No. 11-01
GOLF RESERVATION SERVICES**

SUBMIT BID TO: PURCHASING DEPARTMENT

DELIVERY ADDRESS: RAYMOND JAMES STADIUM
(ENTRANCE "B" OFF HIMES AVENUE)
4201 N. DALE MABRY HIGHWAY
TAMPA, FL 33607

NUMBER OF COPIES REQUIRED: One (1) bound original and five (5) bound copies and one (1) unbound copy.

PLEASE LABEL THE OUTSIDE OF YOUR PACKAGE WITH THE PROPOSAL NUMBER, TITLE AND THE OPENING DATE & TIME

MANDATORY PRE-PROPOSAL CONFERENCE: Thursday, October 28, 2010 @ 10:00a.m. EST
Tampa Sports Authority
(Offices at Raymond James Stadium)
4201 N. Dale Mabry Highway
Tampa, FL 33607

PROPOSALS WILL BE OPENED: Wednesday, November 3, 2010 @ 10:00am EST
At the Tampa Sports Authority offices
4201 N. Dale Mabry Hwy., Tampa, FL 33607

PROPOSALS MAY NOT BE WITHDRAWN FOR 90 DAYS AFTER SUCH DATE & TIME.

PROPOSER'S NAME: _____

PROPOSER'S MAILING ADDRESS: _____

CITY-STATE-ZIP: _____

TELEPHONE NUMBER: _____

AUTHORIZED SIGNATURE: _____

SIGNATORY'S NAME: _____

SIGNATORY'S TITLE: _____

By signing above, I attest that all the information listed herein is correct, to the best of my knowledge, and agree to be bound by the terms, conditions and my company's submitted pricing with regards to this bid agreement.

APPENDIX A

**ACKNOWLEDGMENT OF ADDENDA FOR PROPOSAL NO. 11-01
GOLF RESERVATION SERVICES**

I, _____, hereby acknowledge receipt of any and all Addenda Notices hereby issued in regards to this Proposal #11-01 for Golf Reservation Services.

Addenda Numbers Received:

AUTHORIZED SIGNATURE: _____

SIGNATORY'S NAME: _____

SIGNATORY'S TITLE: _____

COMPANY/PROPOSER: _____

**PREFERENCES TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS
UNDER SECTION 287.087, FLORIDA STATUTES.**

1. This statement is submitted with Proposal #10-01, Golf Course Grounds Maintenance.
2. Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the Authority for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:
 - A.) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violating such prohibition.
 - B.) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
 - C.) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (A).
 - D.) In the statement specified in subsection (A), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, violation of Chapter 893 or of any controlled substance law of the United States or any state for a violation occurring in the workplace no later than five (5) days after such conviction.
 - E.) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
 - F.) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

CONTRACTOR'S
SIGNATURE _____

APPENDIX C

STATEMENT OF NO PROPOSAL

If your company does not intend to bid, please return this form **immediately** to:

TAMPA SPORTS AUTHORITY PURCHASING DEPARTMENT

We, the undersigned, have declined to submit a bid for TSA RFP # _____ for _____

For the following reasons:

- Specifications too "tight" (i.e. geared toward one brand or manufacturer only.)
- Insufficient time to respond to the Invitation to Bid
- Our Company does not offer this product or service
- Our schedule would not permit our company to perform
- Unable to meet specifications
- Specifications unclear (*Please explain below*)
- Unable to meet Insurance Requirements
- Remove our Company from your "Bidders List" altogether
- Other (*specify*): _____

REMARKS: _____

We understand that if this *STATEMENT OF NO BID* is not executed and returned, our Company may be removed from the Purchasing Division's Bidders List for this commodity.

Company Name: _____

Signature: _____

Telephone: _____ Fax: _____

E-mail: _____