

**Melrose Park Commission Meeting
November 13, 2007 (Amended)**

Present: Sue Cann, Mike Interbartolo, Bob Christiansen, Bill Gardiner, Nick Gove and Joan Bell

Mike Interbartolo requested the following correction on the evaluation summary submitted by Mr. Garrity: Question 5 stated one commissioner felt information provided was insufficient; Mike wanted to clarify that he felt the financial data review performed by the City Auditor was insufficient.

- I. Mt. Hood RFP
 - A. Mt. Hood Management Agreement Financial Proposal Opening

Nick Gove opened the three financial proposal submitted for the Mount Hood Management Agreement; the results were as follows:

Turf Specialist, LLC

- A. Golf Course Green Fees, Membership Fees, Golf Carts and Reservation Fees: Flat
 - i) \$500,000 on the first \$1,000,000 in gross golf revenue
 - ii) 40% of gross golf revenues from \$1,000,001 to \$1,200,000
 - iii) 50% of gross golf revenues over \$1,200,000
- B. Food & Beverage Sales
Manager shall pay the Park Commission a fee of 10% of annual gross revenues from the food and beverage sales
- C. Golf Pro Shop Sales and Services
Manager shall pay the Park Commission a fee of 8% of annual gross revenues from the operation of the Golf Pro Shop including all sales and services.

RDC Golf Group, Inc.

- A. Golf Course Green Fees, Membership Fees, Golf Carts and Reservation Fees: Flat
 - iv) \$585,000 on the first \$1,000,000 in gross golf revenue
 - v) 50% of gross golf revenues from \$1,000,001 to \$1,200,000
 - vi) 50% of gross golf revenues over \$1,200,000
- B. Food & Beverage Sales
Manager shall pay the Park Commission a fee of 10% of annual gross revenues from the food and beverage sales
- C. Golf Pro Shop Sales and Services
Manager shall pay the Park Commission a fee of 8% of annual gross revenues from the operation of the Golf Pro Shop including all sales and services.

Mass. Golf Management, LLC

- A. Golf Course Green Fees, Membership Fees, Golf Carts and Reservation Fees: Flat
- vii) \$600,000 on the first \$1,000,000 in gross golf revenue
 - viii) 50% of gross golf revenues from \$1,000,001 to \$1,200,000
 - ix) 65% of gross golf revenues over \$1,200,000

B. Food & Beverage Sales

Manager shall pay the Park Commission a fee of 11% of annual gross revenues from the food and beverage sales

C. Golf Pro Shop Sales and Services

Manager shall pay the Park Commission a fee of 8% of annual gross revenues from the operation of the Golf Pro Shop including all sales and services.

Note: All fees and percentages of gross revenue are based on calendar year totals: January 1 – December 31.

The Park Commission reviewed and discussed the financial proposals.

Motion: By Bob Christiansen to accept the bid from Mass. Golf Management, LLC

Second: By Bill Gardiner

Mass Golf Management's technical proposal was the only proposal ranked "Highly Advantageous" by the Park Commission. Using available 2007 revenue data for estimation purposes, the Park Commission applied these financial proposals and determined Mass. Golf Management would command the highest annual fee of the three proposals; approximately \$50,000 more RDC Golf Group, Inc. Mass. The Park Commission also factored in the specific capital improvements Mass. Golf Management identified and offered to fund in their technical proposal. Another contributing factor was RDC's corporate headquarters being over 270 miles. The Turf Specialist, LLC proposal was the lowest of the three however their technical proposal was ranked "Not Advantageous" by the Park Commission.

Vote: Unanimous 4 John Mercer was not present

Motion: Bill Gardiner to accept the summary of the non price proposal as amended by Mike Interbartolo.

Second: By Bob Christiansen

Vote: Unanimous (4) John Mercer was not present.

Motion: Bill Gardiner to adjourn

Second: Bob Christiansen

Vote: Unanimous