



ADDENDUM NO. 2

DATE: October 11, 2021
ITB: **RFP 22-09TMTM Harbor Boat Tour**
DATE ISSUED: August 10, 2021
BID DUE: November 2, 2021 @ 10:00 am
SUBJECT: **To Provide Responses to Questions Received.**
Ladies/Gentlemen:

Addendum #1 is being issued to provide responses for questions received.

1. **Question:** What is the annual ridership that was associated with the existing service?

Answer: Annual average ridership was 8000 passengers. Ridership has varied from year to year between 12,000 and 7,000 passengers.

2. **Question:** What is the preferred vessel style docking system (side-loader, bow loader, etc)?

Answer: The Hampton Public Pier is set up for side loading.

3. **Question:** Are there hours of closure for the public access to Hampton public pier?

Answer: The Public Pier is accessible during all hours.

4. **Question:** Is there any shoreside concession opportunities associated with the service?

Answer: There are no shoreside concession opportunities associated with this RFP. If a kiosk or dockside concession stand is of interest then it may be separately discussed with the City of Hampton. The space devoted to the harbor tour service in the Hampton Maritime Center, 710 Settlers Landing Road, is adequate for snack and beverage sales. Food and beverage service should be available on the tour vessel. If alcoholic beverages are served, required licensing from the Commonwealth of Virginia applies.

5. **Question:** What is the expected period of notice for the special promotion tours? Will special promotion tours operate during normal business hours?

Answer: I am unclear on the question but believe this references the tours available to Hampton CVB for promotional purposes. We have requested a variety of times in the past; evening sunset cruises, breakfast excursions with

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abbreviated tours, afternoon tours (to follow the scheduled morning tour), and comp tickets for guests to be admitted aboard the regularly scheduled tours. We discuss the promotional opportunities with the tour boat operator and determine the best solution based on all schedules.

6. **Question:** Why is service closed on Sundays & Mondays outside of April 15th-October 1? Is there flexibility in this operation schedule?

Answer: Absolutely.

7. **Question:** What is the absolute minimum number of passengers the boat can be certified for?

Answer: We prefer to have a harbor tour that can accommodate no less than 70 passengers, although larger capacity is preferred. This will allow at least one group tour and the general public.

8. **Question:** Is the City willing to change the insurance requirements at all? (the only agent I could find willing to entertain the City's requirements states that there are some redundancies and policies that don't actually cover anything related to this type of business)

Answer: In the event that your company is awarded the bid, our risk manager will work with your insurance agent to ensure that the insurance is correct.

9. **Question:** We do not currently have a COI boat and would need to procure one. The new and used boat market is now in a very heightened "sellers" market. A new boat is unable to be made by anyone for spring 2022 season, if a suitable used boat cannot be procured by April of 2022 will the City allow the contract to be postponed or cancelled?

Answer: It is our desire that the harbor tour operation commences as scheduled in April. Please state your abilities and limitations in your proposal and realistic operation expectations and they will be considered during the review process.

10. **Question:** Is the City willing to allow the boat to operate 5 days per week vs 7 days per week during peak season?

Answer: Possibly, but the specific days of operation must be discussed and agreed upon by the operator and CVB. Harbor tour should operate during peak weekend/weekdays for maximum tourism traffic and ticket sales.

11. **Question:** Can the vessel remain at the city dock in the off-season when not operating?



Answer: Yes.

12. **Question:** I'm not seeing the section regarding boat requirements

Answer: The slip will accommodate any boat of up to 75-80'. Width is a total of 75'. Depth at the dock is 10-12'. There is 50-amp service and two water hookups on the dock. Vessel shall be designed for harbor touring and passengers of all ages, with comfortable seating, intercom and sound system, and men's and women's restrooms. Shade for guests should be available.

Bidders must take due notice and be governed accordingly. This addendum must be acknowledged as indicated in the Invitation to Bid or your Bid may not be considered.

All other terms and conditions much remain the same.

For the City of Hampton

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