



**Purchasing Department**

**6500 Soquel Drive**

**Aptos, CA 95003**

**Full Service Wellness Center Operations  
Request for Proposal  
Bid No. B12.05**

**Addendum # 1**

**February 9, 2012**

**Bid Due Date: February 17, 2012 2:00:00 PM**

**Attachments**

- District response to questions

**This Addendum No. 1 sets forth modifications to portions of the bid and contract documents for the above-referenced work described as: Full Service Wellness Center Operations Request for Proposal B12-05**

**District response to questions:**

1. Please explain what you had in mind for “rental agreements” on page 7.

If respondent plans to have a fee based program open to public or plans to sub contract out a portion of facility this information and template contract and fee schedule must be reviewed in advance by the College.

2. Can we obtain a detailed equipment list, including purchase date, warranty and maintenance history? (This is necessary to put together the maintenance schedule requested. In the alternative, if we provide one of our sample maintenance plans from another Center, is this adequate to answer the question?) Whose responsibility will it be to perform maintenance? How will equipment be replaced over time?

The responsibility of current equipment maintenance schedule and agreements will be the responsibility of the Lessee not the District. The District does not plan on replacing the equipment. The Lessee is responsible for day to day operations of the center including daily maintenance of the entire facility with a particular emphasis on cleanliness as well as maintaining scheduled equipment maintenance. See Exhibit B attached.

3. Is the equipment in the WEC owned by Cabrillo – or is there existing equipment lease. If so would you be able to provide details of the lease?

Cabrillo College owns the equipment in WEC.

**Preventive Maintenance:** Lessee shall prepare a preventive maintenance schedule and plan for all equipment owned by District. At the expiration of the contract, all Cabrillo-owned equipment is to be surrendered to District in as good condition as received (ordinary wear and tear and acts of God excepted).

**Damaged Equipment:** If equipment is deemed to not be in good condition, then the cost to repair or replace damaged equipment shall be borne by the Lessee. Replacement equipment shall be of equal or greater quality and performance and shall be deemed as approved by the district prior to acceptance.

4. There are several key things missing in order to properly operate a wellness center. For example, the operating system (MIS), an entertainment system (i.e., televisions properly equipped for private listening), exercise/health assessment equipment, etc. will require a capital investment. Whose responsibility is this and how will it be paid for?

Upgrades to existing facility will be at the expense of the Lessee. Business operation

expenses are at the expense of the Lessee including, but not limited to Data, Telephone, and Copier etc.

5. Does the college have specific expectations in terms of a financial relationship with the provider? If yes please explain.

Please clarify question; we are not sure what you are asking.

6. How soon after a respondent is chosen do you expect to have the facility available to them? Facility will be available as of July 1, 2012.

7. Please provide details on the academic usage of the facility (areas, times, types of usage, etc.) as referred to in the RFP. See Exhibit C attached.

8. What is entailed in the reference to work study opportunities? What are the financial arrangements and how does Cabrillo expect this to be funded? Who sets the pay rates for student labor?

Work study students are not part of the lease agreements.

We do have students that are looking for employment and we encourage the Lessee whenever possible to provide internships and jobs to those Cabrillo College students taking wellness careers courses. (See page 4 of proposal)

9. How will building maintenance and housekeeping be handled?

This will be the responsibility of the Lessee. The Lessee shall be responsible for usual and customary cleaning and sanitation of the area, including fixtures and equipment.

10. Are there any restrictions on adding to the directional signage on Soquel? Are there any issues with signage to identify Dominican Medical Group on signage?

To be negotiated within College standards.

11. The RFP requests a number of sample documents that are proprietary to the bidder. We require assurances that those documents and this submission will be kept confidential and not released to any third party. All documents must be returned to the bidder and not used by Cabrillo or any other party on Cabrillo's behalf.

Please be advised that there is no statutory authority that permits the District to enter into confidentiality agreements with bidders regarding the confidentiality of public bids. As a public entity, we can only exempt from production of those documents which the legislature has deemed statutorily exempt from Public Records Act ("PRA") requests.

RFP Responses are not exempt as a matter of law. Please refer to Government Code section 6254 that sets forth most of the statutory exemptions from the PRA. If a bidder believes that any of the documents contained within its RFP Response fall

within one of the stated exemptions, the bidder may mark that document confidential. Marking the document confidential, however, does not guarantee that it will not be produced in response to a PRA. As expressly stated in the RFP, "If the district receives a request for any document submitted in response to this proposal, it will not assert any privileges that may exist on behalf of the person or business submitting the proposal. Rather CCCD will notify the party whose proposal is being sought. In the event that a party who has submitted a proposal wishes to prevent disclosure, it is the sole responsibility of that party to assert any applicable privileges or reasons why the document should not be produced, and to obtain a court order prohibiting disclosure."

The District will not make any legal determinations as to whether a document falls within a statutory exemption, and the District cannot and will not defend against production of any document on behalf of a bidder.

## Full Service Wellness Center Operations Bid No. 12-05

## Exhibit B

Room 1136	Room 1138	Total	Equipment List
			<b>Cardiovascular Equipment:</b>
7	12	19	Cybex 750 Treadmill
2	1	3	Cybex 750R Recumbent Bike
2	1	3	Cybex 750C Upright Bike
0	2	2	Cybex 530s Cyclone Stepper
2	6	8	Cybex 750AT Total Body Arc Trainer
4	5	9	Precor 576 Elliptical Trainer
1	2	3	Precor 100i AMT
2	1	3	Concept II Rower- Model E
0	4	4	Star Trac e-Spinner
0	1	1	SciFit Pro 1 Upper Body Ergometer
			<b>Selectorized Strength Equipment:</b>
1	1	2	Cybex 8810 Bravo 450 Functional Trainer
1	1	2	Cybex 9100 FT360S Functional Trainer
0	1	1	Cybex 14000 Total Access Chest Press
0	1	1	Cybex 14010 Total Access Overhead Press
0	1	1	Cybex 14130 Total Access Lat Pulldown
0	1	1	Cybex 14030 Total Access Row
0	1	1	Cybex 11040 Eagle Leg Press
0	1	1	Cybex 11170 Eagle Glute
0	1	1	Cybex 11090 Eagle Abdominal
0	1	1	Cybex 11060 Eagle Seated Leg Curl
0	1	1	Cybex 11070 Eagle Arm Curl
0	1	1	Cybex 11100 Eagle Back Extension
0	1	1	Cybex 11111 Eagle Fly/Rear Delt
0	1	1	Cybex 12200 VR3 Hip Abduction
0	1	1	Cybex 12210 VR3 Hip Adduction
0	1	1	Cybex 12180 VR3 Tricep Press
			<b>Jungle Gym Equipment:</b>
0	1	1	Cybex 4-Stack Jungle Gym A
0	1	1	Model: 17080- Dual Handle Pull
0	1	1	Model: 17040- Dual Handle Low Row
0	1	1	Model: 17050- Hi/Lo
0	1	1	Model: 17060- Tricep Pushdown
0	1	1	Model: 17000- Quad Tower
1	0	1	Cybex 4-Stack Jungle Gym B
1	0	1	Model: 17070- Lat Pulldown
1	0	1	Model: 17030- Low Row
1	0	1	Model: 17090- Adj. Cable Column
1	0	1	Model: 17060- Tricep Pushdown

## Full Service Wellness Center Operations Bid No. 12-05

## Exhibit B

Room 1136	Room 1138	Total	Equipment List
1	0	1	Model: 17000- Quad Tower
			<b>Plate Loaded Strength Equipment:</b>
1	1	2	Star Trac Max Rack
1	1	2	Cybex 16150 Squat Press
1	1	2	Cybex 5560 45 Degree Calf
1	1	2	Cybex 16230 Squat Rack w/Adj Stops
1	2	3	Cybex 16010 Olympic Bench Press w/storage attachment 16220
0	1	1	Cybex 16130 Scott Curl
1	0	1	Cybex 16050 Olympic Incline
2	3	5	Cybex 16250 Twin Tier Dumbbell Rack
1	1	2	Cybex 12231 Dip Chin Station
			<b>Free Weight Equipment:</b>
4	3	7	Cybex 16000 -10 to 80 Degree Adj. Bench
1	2	3	Cybex 16141 Weight/Bar Tree
1	1	2	Cybex 16030 Utility Bench
1	0	1	Cybex 16180 Leg Raise/Dip
1	1	2	Cybex 16170 Bent Leg Abdominal
1	1	2	Cybex 16021 45 Degree Back Extension
			<b><u>FITNESS ACCESSORIES</u></b>
1	0	1	Wall Ladder
2	2	4	Crowd Control Posts
2	2	4	Crowd Control Bases
2	2	4	Crowd Control Ropes
1	0	1	Sissel Pro Stability Ball 55 cm
1	0	1	Sissel Pro Stability Ball 65 cm
1	0	1	PVC Ball Rack
1	0	1	Bosu Pro Balance Trainer 25"
1	0	1	Neoprane dumbbells 3lb
1	0	1	First Place Medicine Ball Bounce 4.4lb
1	0	1	First Place Medicine Ball Bounce 6.6 lb
1	0	1	First Place Medicine Ball Bounce 8.8 lb
1	0	1	First Place Medicine Ball Bounce 11 lb
1	0	1	First Place Medicine Ball Bounce 13.2 lb
1	0	1	Medicine Ball Tree
1	0	1	First Place Vinyl Kettelbells 4kg
1	0	1	First Place Vinyl Kettelbells 8kg
1	0	1	First Place Vinyl Kettelbells 12kg
1	0	1	First Place Vinyl Kettelbells 16kg
1	0	1	Kettlebell Premium Rack

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## Exhibit B

Room 1136	Room 1138	Total	Equipment List
3	0	3	TRX Professional Model
6	6	12	Hanging Club Mats
1	0	1	ABC Ladders
1	0	1	Adjustable Wobble Boards
0	1	1	Total Gym GTS
2	0	2	Half Round Foam Roller
8	0	8	PB Elite Foam Roller
1	0	1	Plyo Boxes
1	0	1	Plyo Boxes
1	0	1	Plyo Boxes
4	0	4	9" Saucer Cones
2	0	2	Exercise Wheels
1	0	1	AB Dolly Plus
1	0	1	AB Originals
1	0	1	Accusplit 601X Timer
3	0	3	Gliding Discs Individual Kit
1	0	1	Physicians Scale

## **Exhibit C**

We have 3 teaching rooms:

- Large fitness room HW 1138; we are not using this room. (available 24/7)
- Smaller fitness room HW 1136
- Exercise studio HW 1126

Other Rooms/Office:

- Assessment room HW 1131
- Office HW 1134 are currently not used
- Storage room HW 1129 shared space

**Please note Fall and Spring schedules are subject to change.**

**HW 1136** is used **Fall 12** for weight training and total fitness

MTWTH 9:30-2:10

Fri 9-10

TTH 6-7:30 pm

**HW 1136** is used **Spring 12** for weight training, total fitness, and personal training

(Spring 13 schedule not done until June 2)

MW 9:30-2:10

TTH 8-12:40

TTH 6-7:30 pm

Fri 8:45-1:20

**Currently there are no classes scheduled for Summer or Winter sessions.**

**HW 1126** is used **Fall 12** for functional fitness, yoga, beginning self-defense, weight management, and core performance

M 6:30-2:10; 5-8 pm

TTH 8-2:10

W 6:30-2:10, 3:15-6:50 pm

**HW 1126** is used **Spring 13** for functional fitness, yoga, beginning self-defense, weight management, and core performance

**(Spring 13 schedule not done until June 2)**

M 6:30 am – 7 pm

TTH 8-2:10

W 6:30-4

**Currently there are no classes scheduled for Summer or Winter sessions.**

\_\_\_\_\_ **End of Modifications** \_\_\_\_\_