

Procedure for Selection of Recreational Camp and Physical Fitness Training Permittees

Questions and Answers

1. How much will the financial portion of the camp permitting bid process weigh?

The financial remuneration, which includes the bid amount for the desired site location and the bid amount offered for the percentage of gross profits the applicant will pay to the Department, will have a total weight of 40% (20% for each financial bid component).

2. How will high schools be charged?

High schools offering classes on the beach as part of their physical education curriculum that involve no cost to the students, will be treated as a community service and issued a permit, space permitting, and will not be charged the administrative permit fee.

3. What type of permit enforcement will be used?

Pursuant to County Code revisions the Department intends to submit to the Board of Supervisors for approval, the Department anticipates utilizing Code Enforcement Officers, as well as lifeguards, to issue citations to those individuals or organizations that operate organized camps and physical fitness activities on Los Angeles County beaches without a proper permit. Unpermitted operators will be removed from the beach as necessary.

4. Is surfing restricted from day camp locations? What is the difference between a day and surf camp?

Surfing is not restricted from day camp locations. Designation of camps as either day or surf is based on the amount of time camp participants will spend in the water. Day camp participants are expected to spend 25% or less of their time in the water, while surf camp participants will spend most of their time in the water.

5. Who will decide who gets a beach camp permit?

Ultimately, the Director of the Department of Beaches and Harbors will decide who gets camp permits based upon recommendations forthcoming from a panel that has evaluated the proposals received. Typical practice is for a panel to be selected by the

Department to evaluate proposals received pursuant to an evaluation instrument previously developed by the Department. Panel members to the extent possible typically include individuals knowledgeable about the type of activity being evaluated and/or familiar with the competitive selection process. In this instance, it is anticipated that panel members could include Department of Beaches and Harbors or Department of Parks and Recreation recreation, concession, permitting or contracting staff; lifeguards or recreation or concession personnel from other jurisdictions; non-beach recreational camp operators; Beach Commissioners; retired Department personnel; and the like. The individual scores are then combined and recommendations made based upon the total score received by each proposer. The Director doesn't necessarily need to follow the recommendations of the panel, but will be prepared to fully justify his selections if different.

6. Will bids be posted for the public to see once they are received?

Bids become available to the public once the evaluation process has been complete, and the Director makes his camp operator selections.

7. Will the public be able to be present when the decision to award camp permits is made?

No, the Director reads the evaluation report and recommendations and, possibly, some or all of the proposals and, subsequently, makes his selections. All of his review is performed in his office or elsewhere on his own.

8. When will permit applicants be notified if they were successful in the permit bidding process?

The competitive selection process typically takes anywhere between three and six months commencing with release of a competitive solicitation document. Depending upon the complexity of the proposals due, potential proposers usually have anywhere from three weeks to two months to submit their proposals. During the interim period, the Department develops an evaluation instrument and secures panel members. Once the proposals are received, they are all transmitted out to the individual panel members for their independent evaluation and scoring. Evaluators are usually given between two and four weeks to evaluate the proposals, some even more, if a substantial number of proposals are received and/or the proposals are long or complex. Thereafter, panelists gather together to discuss their individual scores and rankings. It is possible, but not necessary, that the panel decides to interview one or more of the proposers if clarification or further information is needed. Each evaluator then submits a final score and a report with recommendations is prepared for the Director.

We have heard the preference to have our 2012 permittees selected as early as possible and hope to have the selections made by the fall. In any event, the selections will be made prior to the end of 2011.

9. Will adult and youth camps be treated differently?

No, adult and youth camps will not be treated differently. All organized physical fitness, volleyball, surf, and day camps, regardless of participant age, will be processed pursuant to the proposed procedure.

10. Will for-profit and non-profit groups be treated/charged differently?

No, all camp operators who charge a fee, whether or not they are for-profit or non-profit organizations, will follow the same procedure and will need to bid for their desired beach location(s).

11. Is it possible for a lower percentage bid to be excluded, i.e., not be successful in obtaining a recreational camp permit?

Yes, as the process is a competitive selection process and proposals will be evaluated on a number of factors, including bid amount. However, successful permittees will not be selected solely based on the highest percentage bids received.

12. Will there be an appeal process?

Yes, the Department of Beaches and Harbors is looking at potential appeal methods, which include using the Beach Commission (in whole or in part) as an appellate body of sorts and/or allowing unsuccessful permit applicants to appeal permit denials to the Director of Beaches and Harbors.

13. How will we know what is a safe surf school if Lifeguards are not involved with the actual permit selection process?

Although County Lifeguards will not be directly involved in the selection of beach camp permittees, they have been and will remain involved in setting the safety guidelines and requirements that all proposers will be obligated to follow. Potential permittees who do not meet the minimum safety standards set by the Lifeguards will be disqualified from the permitting process. Additionally, Lifeguards will be able to share their perspectives in furtherance of the evaluators' assessment of a particular bidder's qualifications. It is typically a member of the Department's Contract Section who gathers past history information and provides that to the evaluators for use in their evaluations.

14. Would a large company like Quicksilver or Body Glove be able to buy an unlimited number of permits?

Permits are not transferable. Each individual or organization interested in obtaining a beach use permit to operate an organized recreational camp or class, which includes private companies, must go through the same competitive selection process. Successful applicants will be issued permits based on several factors, not just the amount of their submitted location and gross receipts bid. Additionally, only operators identified on the permit as the permittee will be allowed to conduct the permitted program, with all personnel serving as employees of the operator.

15. There is nothing wrong with the current permitting process. Why is the Department changing it?

The current permit policy is based on a seniority system, which is not appropriate for use of public sector property, which should instead be allocated through a competitive selection process. Furthermore, the demand for the use of county beaches has increased, leaving the Department with a beach use permit waiting list that is years' long. The Department's goal is to make the permitting process more defensible and equitable for all parties interested in obtaining a permit for organized recreational activities on County beaches.

16. Is the Department of Beaches and Harbors going to put an ordinance in place to help with the enforcement of the new permit policy?

Yes, the Department will be presenting to the Board of Supervisors a comprehensive revision of our current beach and harbor ordinances that include the ability to use code enforcement officers and lifeguards to issue citations and, if needed, remove unpermitted groups from County beaches. If necessary, these officers will call upon law enforcement officers for assistance, when and if met with resistance.

17. How long is the multi-year permit?

Permits will be issued for an initial three-year term, with a two-year option period based upon mutual consent.