



TOWN OF JAMESTOWN

(EAST FERRY MARINA RFP)

CHRISTINA COLLINS, FINANCE DIRECTOR

JAMESTOWN TOWN HALL

93 NARRAGANSETT AVENUE

JAMESTOWN, RI 02835

SUBMITTED BY:

WILLIAM S. MUNGER, PRESIDENT &

CERTIFIED MARINA MANAGER

CONANICUT MARINE SERVICES, INC.

1 EAST FERRY WHARF

JAMESTOWN, RI 02835

(401) 423-7158 OR CELL (401) 862-2000

FAX – (401) 423-7159

EMAIL – BM@CONANICUTMARINA.COM

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EXECUTIVE SUMMARY

Conanicut Marine Services, Inc. is pleased to participate in the RFP process for operating the Towns marina perimeter located at the East Ferry waterfront village center.

Conanicut Marine currently operates the referenced perimeter in concert with the abutting Conanicut Marina facilities. We recognize that the Town perimeter is solely water space bound by two public piers that must be shared with the general public and are an important part of public access to the bay. Conanicut has demonstrated that by combining its nearby land supporting infrastructure and management team we have produced community benefits that have been witnessed over many years of operation. CMS has had the opportunity, over many years, to have worked seamlessly with several Town Administrators and many Town Council members. Our relationship with the Town of Jamestown has always been a positive, professional working partnership.

In return, the Towns Marina perimeter is an important part of Conanicut's support of boat maintenance services and employment at Conanicut's nearby boat yard facilities and Chandlery operations.

Conanicut Marine Services, Inc. is located on the East Passage of Narragansett Bay. Latitude: 41° 29'46" N and Longitude: 71° 22' 1" W. The Marina facility is situated on Plat 9, Lot 791/E and Plat 9, Lot 354 in Jamestown, RI and is 4,000 feet from the federal channel. Conanicut has 160 mooring permits with the Town of Jamestown Harbor Management Commission. These moorings are also authorized under a permit with the US Army Corps of Engineers in the name of Conanicut Marine Services, Inc. and are located within the authorized permitted perimeter. See site plan for property bounds. We also have inland storage, parking and maintenance facilities located at 260 Conanicus Avenue. Our Ship Store/Chandlery is located at 20 Narragansett Avenue and this facility also accommodates the main offices for all facilities.

There are 2 CRMC marina permits. The Town of Jamestown (leased to CMS) for the North Basin is Assent #A02-06-27 issued on 8/20/02 and Assent #B93-4-59 issued 6/14/94 and a Maintenance Certificate #M 2006-03-080 issued 3/29/06 for the South Basin. In addition our Army Corps permit is 1991-00346 issued February 1993 in the name of Conanicut Marine Services, Inc. See site plans for location of in-water facilities and marina perimeter delineations.

The Town North Pier provides access to Narragansett Bay from the Jamestown Village for the general public. Bill and May Munger founded CMS in 1974, and have celebrated over 40 years of successful business operation services, all in Jamestown. William Munger is President and

Founder of CMS and is a life-long resident of Jamestown. Bill earned a Certified Marina Manager Certificate from The International Marina Institute in December 1992 and is active in many marina and civic organizations. Family members are key members and active participants in the business.

CMS APPROACH - During the past 40 years CMS has viewed ourselves to be a strong partner with the Town in providing professionally managed facilities and access to the bay for the general public. Conanicut Marine has existing support facilities abutting the leased premises located at 1 East Ferry Wharf that currently provides the base to support all waterfront operations.

1 East Ferry Wharf Dockmaster Office accommodates:

- A staff that supports a broad range of hospitality services to the general public and slip and mooring guests.
- Ferry ticket & ice sales
- Complimentary Wi-Fi connection for our visitors and guests
- Complimentary holding tank pump-out boat to accommodate alongside pump outs at CMS moorings and slips
- Launch tender service to moorings
- Office space for Latitude Yacht Brokerage, LLC.
- * Daily Dockmaster on-site management, staffed up to 11 p.m.
- * Complimentary land shuttle to nearby boat yard and parking area and uptown grocery/laundry for marina guests
- * Rest Rooms and showers
- * Night security and camera systems
- * Water and electric meter location for Town pier and CMS south basin facilities
- * Current Veeter root fuel tank monitoring system (required for fuel service located at North Basin)
- * Hazardous Waste Containment Igloo per US EPA Requirements – currently accommodates Town of Jamestown leased perimeter and CMS, 1 Ferry Wharf – EPA Identification #RIR000503623
- * Recycling containers (for the benefit of all Guests and General public)

* NOTE: Should the Town opt to lease the North Basin separately from Conanicut Marine operations these items will require duplication or an alternate location.

CMS is a full service marina & boat yard servicing power & sail boats, offering dinghy dock service as well as hauling, storage and launching, mechanical & engine sales and service, a full line retail store offering marine parts & retail merchandise and a fuel dock.

CMS takes every precautionary measure available when storm events arise. During heavy weather our Town North Basin customer boats are relocated to nearby CMS transient moorings while commercial fishing vessels are relocated to the CMS South basin facility at no charge to our customers.

QUALIFICATIONS – Since founding and operating Conanicut Marine Services, Inc. for more than 40 years I am confident that I am fully qualified to operate the Towns perimeter in concert with the abutting property under our ownership. (See attached Bio listing Professional Experience Qualifications for William S. Munger, CMM).

CMS has been doing business in Jamestown since 1974. On-site management is led by Bill Munger a Certified Marina Manager. Bill was awarded Certified Marina Manager, Charter CMM #11, on December 15, 1992 (See attached certificate). The Association of Marina Industries states “CMMs represent the elite in the marina and recreational boating industry. They value true personal and professional excellence and strive to maintain the highest levels of ethical and moral conduct in their commitment to the marina industry. CMMs have a deeply-rooted respect for the environment and recognize their role in keeping it safe for boaters and the communities that support them. CMMs are marina professionals who have completed an extensive training and certification process through the globally recognized International Marina Institute (IMI) and embrace the continuance of education and training for themselves and those who work within the marina industry”. (Please see the attached documentation regarding CMM qualifications and Prerequisites under Section 5 “Additional Information”).

All necessary business licenses/permits are in place and are current. (See copies attached under Section 5, Additional Information).



William S. Munger, CMM

1 Ferry Wharf
Jamestown, RI 02835
bm@conanicutmarina.com

home: 102 Cole Street
Jamestown, RI 02835
cell 401-862-2000

Professional Experiences

William S. Munger, CMM, founder & general manager of Conanicut Marine Services, Inc. The full service environmentally friendly boat yard, marina and business was built from scratch, with my wife May Munger, between the years 1974 and the present.

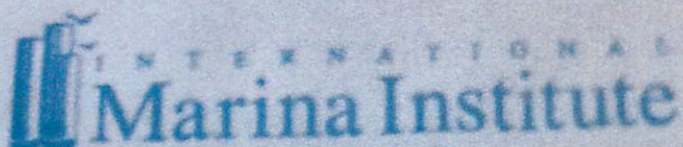
The facilities which are located in Jamestown, Rhode Island consist of one waterfront location, and two nearby inland locations for yacht maintenance, parts sales and indoor/outdoor winter storage.

Conanicut Marine Services, Inc

- 100 wet slips for vessels up to 150'
- 160 full service moorings for vessels up to 80', including alongside pump out, wifi & unlimited launch tender service.
- 10 acres of boatyard and storage
- 40,000 square feet of indoor storage & compliant maintenance areas
- 67 employees and technicians
- Hauling up to 30 tons
- 7,000 sq ft of retail store for parts, motors and accessories
- Jamestown & Newport Ferry (seasonal only)

- | | |
|------------------|----------------------------------------------------------------------------------------------------------------|
| 2013 - Present | RI CRMC Clean Marina Designation |
| 2013 | President's Award – American Boat Builders & Repairs Association |
| 2005 – Present | B.O.D – Rhode Island Marine Trades (RIMTA) |
| 2004 – 2011 | B.O.D.– American Boat and Yacht Council (ABYC) |
| 2004 – 2008 | B.O.D.– Association of Marina Industries (AMI) |
| 2003 – 2004 | President - American Boat Builders and Repairers (ABBRA) |
| 2003 – Present | Asset Purchase – Jamestown & Newport Ferry Co.
Including PUC (certificate of operating authority– MC#W-1162 |
| 1998 - Present | Marina Operators Association of America (MOAA) - member |
| 1996 | US Environmental Protection Agency, Recognition of
Environmental Achievement |
| 1995 – Present - | B.O.D. American Boat builders & Repairers Assoc (ABBRA) |

- 1992 – Present Certified Marina Manager (CMM)
- 1991 – 1998 Jamestown Harbor Management Commission, Commercial Representative
- 1987 – Present International Marina Institute (IMI) – member
- 1985 – Present Rhode Island Marine Trades Associations, (RIMTA) – member
- 1982 – present American Boat Builders and Repairers Association (ABBRA) - B.O.D.1995 - present
- 1974 – Present Conanicut Marine Services, Inc.– founder, general manager and President
Including RI PUC certificate of operating authority MC#1146
(Intrastate Transportation of Boats)



Certified Marina Manager

William S. Munger

Has demonstrated a high level of professional achievement through knowledge, experience and active participation in the marina industry, and is hereby recognized and designated a CMM by the International Marina Institute.

Charter CMM #11

December 15, 1992

IMI CoDirectors:


Paul E. Dodson


Neil W. Ross

EXPERIENCE - WORK HISTORY – CMS recently celebrated 40 years of business (since 1974) with all of these years being in Jamestown. CMS has always been sensitive towards community needs, wishes and desires. Our annual cash donations are extensive and include the Town Churches, Jamestown Fire Department, Jamestown Chamber of Commerce and numerous island charities. (see Additional Information, Section 5). In addition CMS purchased and currently assists with re-stocking of the JFD Hazardous Waste Trailer (spill booms, cleanup equipment). This trailer is stored at our boat yard at no cost to the Town and is always ready for marine and non-marine related emergency use. CMS has always focused on local residents first, while welcoming visitors. This combination has developed into lots of synergy in the area. (See Jamestown Press article 9/4/14 in Section 5, Additional Information).

STAFFING LEVELS - Conanicut Marine currently employs 67 employees –33 of these employees (or 49%) are Jamestown residents. CMS is one of Jamestown’s largest private employers. At present 3 employees are volunteers with the Jamestown Fire Department. Fire Dept. and Rescue runs have been regularly assisted by CMS employees during work hours at no charge to the town.

Effects of Lease Non-Renewal and Staffing - A non-renewal of the Town Marina Perimeter lease would severely impact CMS staffing levels. CMS would need to permanently lay-off at least 2 boat hauler/riggers, 6 fuel dock attendants, 1 security personnel, 2 crane operators and 1 marina manager – most of which are full time positions. The retail ship store would also be adversely affected, putting 3 full time retail store clerk positions in jeopardy. Many of the permanent layoffs and the jobs in jeopardy are held by Jamestown residents.

KEY MEMBER QUALIFICATIONS -

Conanicut Marine is a family owned business founded in 1974 with each of its members having distinct responsibilities within its operation. May Munger, with 40+ years experience at CMS oversees the Ferry/Charter Services and was the Bookkeeper/Office Manager for over 27 years. Steve Munger, with 23 years experience at CMS, oversees waterfront operations. Marilyn Munger, with 16 years experience at CMS, was previously associated with the Hotel industry and currently manages the Chandlery operations including boatyard service and purchasing of chandlery inventory parts and general retail.

Additionally, on the management team is Donna Wood, a life-long resident of Jamestown, Conanicut’s Chief Financial Officer, Human Resources Administrator and Compliance Administrator. Donna has fulfilled all of these responsibilities for more than 12 years.

Our boat yard staff is managed by Richard Smith, also a life-long Jamestown resident, who has been yard foreman for 39 years. Kevin Greene, is our service manager and brings 13 years of experience at CMS to his position. CMS has a professional management team in place and is well prepared for the long term or extended term.

Technicians working at Conanicut Marine hold many certificates attesting to their professionalism. (See list of certifications under Section 5, Additional Information). Their employment at Conanicut Marine ranges from 3 to 29 years.

4. a. - PROPOSER REQUIREMENTS – OFFER TO PERFORM

SUMMARY OF OUR PROPOSAL – See attached **TOWN OF JAMESTOWN - APPENDIX B Form** Outlining our proposal of \$44,000.00 Base Rent and a variable % annual escalator. In support of our proposal we have taken into consideration the additional services to be provided as per the RFP that are not considered in the annual base rent amount. We have documented the retail value of those services below. In addition, CMS proposes making improvements to the North Basin Facilities as outlined below and referenced on Appendix B.

The following terms are all acceptable to CMS:

DOCKAGE FOR EMERGENCY & HARBOR PATROL SERVICES – Proposer must accommodate in their proposal, dockage at the East Ferry Marina, at no cost to the Town, for no less than two vessels of average size of 20 ft. – 30 ft. each. At this time the Fire Department and Harbor Master boats and related equipment will be located in the area designated on the map in (Figure 1). The dock floats provided should be sized to accommodate two vessels of average size of 20 ft. – 30 ft. in length, with floats that are a minimum of 5 ft. – 6 ft. in width, providing the stability necessary for emergency service activities. The town retains to the right to use these two floats for whatever public purposes it may deem appropriate from time to time. **Value of the above service is \$8,500.00**

TOWN FLOATING DOCKS – (storage, hauling/launching and emergency removal) The Lessor maintains ownership of touch-and-go floating docks currently located on the south side of the wood-pile pier at East Ferry, the outer touch and go floating docks on the eastern end of the wooden-pile pier at East Ferry, and the north-facing touch and go floating docks located on the north side of the wood pile pier, as outlined below:

INNER TOUCH & GO FLOATING DOCKS –Disconnect, haul, inspect, and store (2) each 20' x 5' wooden floating docks, (1) each adjoining aluminum gangway. Floating docks and associated gangway to be disconnected and hauled during the month of November. Remove marine growth as practical, inspect condition, and suggest necessary repairs to the Town of Jamestown prior to March 1 of each year. Launch (2) each 20' x 5' wooden floating docks, re-install (1) each adjoining aluminum gangway and reconnect all units to their original location during the month of April. **Value of the above service is \$2,400.00.**

OUTER TOUCH & GO FLOATING DOCK – Disconnect, haul, inspect, and store (1) each 40' x 8' wooden floating dock, and (1) one each adjoining aluminum gangway. Floating docks and associated gangway to be disconnected and hauled during the month of November.

Remove marine growth as practical, inspect condition, and suggest necessary repairs to the Town of Jamestown prior to march 1 of each year. Launch (1) each 40' x 8' wooden floating dock, re-install (1) each adjoining aluminum gangway and reconnect units to their original location during the month of April. **Value of the above service is \$2,700.00.**

NORTH FACING TOUCH & GO FLOATING DOCKS – Disconnect, haul, inspect and store (2) each 40' x 10' wooden floating docks, and (1) each adjoining aluminum gangway. Floating docks and associated gangway to be disconnected and hauled during the month of November. Remove marine growth as practical, inspect condition, and suggest necessary repairs to the Town of Jamestown prior to March 1 of each year... Launch (2) each 40' x 10' wooden floating docks, re-install (1) each adjoining aluminum gangway and reconnect units to their original location during the month of April. **Value of the above service is \$5100.00**

Floating docks will be stored at alternate vendor's location, (not on leased premises) on blocking, elevated as outlined below:

Over gravel, asphalt, or concrete – a minimum of 1 ½" above ground. Over vegetation – a minimum of 10" above ground.

HURRICANE PREP, HAUL, TRUCK TO INLAND SPACE, RELAUNCH - Value of above service is \$8,248.00 (each occurrence).

CARE AND MAINTENANCE OF PREMISES AS DETAILED BELOW:

MAJOR CAPITAL REPAIRS - \$5,000.00 AS DETAILED IN RFP

MAINTENANCE REPAIRS - \$3,000.00 AS DETAILED IN RFP

PUMP OUT STATION – Lessee is responsible for the routine maintenance and management of the public pump-out station(s) on the leased premises. Lessor will be responsible for the opening (activation) and closing (winterization) of the system each season. The Lessor will facilitate replacement of the units, when needed, through available grant programs offered by RIDEM. **Value of the above service is \$3,000.00 which includes some labor for CMS staff to assist boaters with calls for assistance with Town Pump Out Station.**

The total value of in-kind services described above is \$37,948.00 annually.

(Appendix B)

OFFER TO PERFORM

NAME OF BIDDER: Conanicut Marine Services, Inc. PHONE NO. 423-7158

ADDRESS OF BIDDER: 20 Narragansett Ave. Jamestown, RI 02831

AUTHORIZED SIGNATURE: [Signature]

Sealed bids must be received on this form by this office by **2:00 PM, September 2, 2015**. At which time all bids will be opened and read publicly.

ALL BIDS DELIVERED TO:

Town of Jamestown
Christina D. Collins, Finance Director
Jamestown Town Hall
93 Narragansett Avenue
Jamestown, RI 02835

Bid document is to be rendered in a sealed envelope clearly marked as: **East Ferry Marina RFP**

BID DETAIL:	<u>Base</u>		<u>Escalator</u> (3% minimum)	<u>Total</u> * Before In-kind Services
Base Year (1)	<u>44,000.00</u>			<u>44,000.00</u>
Year Two (2)	<u>44,000.00</u>	4%	<u>1,760.00</u>	<u>45,760.00</u>
Year Three (3)	<u>45,760.00</u>	4.75%	<u>2,173.60</u>	<u>47,933.60</u>
Year Four (4)	<u>47,933.60</u>	6.75%	<u>3,235.52</u>	<u>51,169.12</u>
Year Five (5)	<u>51,169.12</u>	6.75%	<u>3,453.92</u>	<u>54,623.03</u>
Year Six (6)	<u>54,623.03</u>	8.75%	<u>4,779.52</u>	<u>59,402.55</u>
Year Seven (7)	<u>59,402.55</u>	8.75%	<u>5,197.72</u>	<u>64,600.27</u>
Year Eight (8)	<u>64,600.27</u>	10%	<u>6,460.03</u>	<u>71,060.30</u>
Year Nine (9)	<u>71,060.30</u>	10%	<u>7,106.03</u>	<u>78,166.33</u>
Year Ten (10)	<u>78,166.33</u>	10%	<u>7,816.63</u>	<u>85,982.96</u>

The Town reserves the right to accept or reject any or all bids, portions, thereof and to waive informalities.

** See attached documentation supporting our Bid Detail

DOCUMENTATION SUPPORTING

CMS BID DETAIL

YEAR	BASE RENT	ANNUAL ESCALATOR	TOTAL RENT	IN-KIND SERVICES (NO CHARGE TO TOWN) *	TOTAL \$\$ CMS IS OUTLAYING FOR LEASE
1	\$ 44,000.00	\$ -	\$ 44,000.00	\$ 37,948.00	\$ 81,948.00
2	\$ 44,000.00	\$ 1,760.00	\$ 45,760.00	\$ 39,086.44	\$ 84,846.44
3	\$ 45,760.00	\$ 2,173.60	\$ 47,933.60	\$ 40,259.03	\$ 88,192.63
4	\$ 47,933.60	\$ 3,235.52	\$ 51,169.12	\$ 41,466.80	\$ 92,635.92
5	\$ 51,169.12	\$ 3,453.92	\$ 54,623.03	\$ 42,710.80	\$ 97,333.83
6	\$ 54,623.03	\$ 4,779.52	\$ 59,402.55	\$ 43,992.12	\$ 103,394.67
7	\$ 59,402.55	\$ 5,197.72	\$ 64,600.27	\$ 45,311.88	\$ 109,912.15
8	\$ 64,600.27	\$ 6,460.03	\$ 71,060.30	\$ 46,671.24	\$ 117,731.54
9	\$ 71,060.30	\$ 7,106.03	\$ 78,166.33	\$ 48,071.38	\$ 126,237.71
10	\$ 78,166.33	\$ 7,816.63	\$ 85,982.96	\$ 49,513.52	\$ 135,496.48

** In support of our above "Appendix B" Bid Detail we have based these amounts on the following Justifications:

The CMS North Basin customer base is largely made up of boats under 20 feet in length, primarily owned by moderate income individuals who are mainly residents of Jamestown. These customers would not be able to withstand a significant rate increase in dockage and service rates that would be needed to overcome a \$62,948.00 1st year rent increase as proposed by the Town of Jamestown. (\$25,000.00 base rent increase for 2016 plus \$37,948.00 additional "in-kind" services at no charge to Town in 2016). This substantial increase in a one year time period makes it unfeasible for us to begin with a \$65,000.00 base rate as requested in

the Town RFP package. To counter this we have also recognized additional provisions (see Figure 2 below) which will create some additional revenues, however, these options also have costs associated to get the pieces online.

CMS has included aggressive annual escalators beginning with year 2 and increasing up to 10% over the last 3 years of the lease in order to achieve the final desired rental income as requested in the RFP package rather than using the annual 3% minimum as suggested on Appendix B form. The additional value of "in-kind" services total grows the year 10 rental figure from \$85,982.96 to \$135,496.48 actual cost to lessee.

During the 10 year lease period CMS will also incur substantial mandatory costs related to upgrading the underground fuel tanks and fueling systems in the leased area. These mandatory costs are in addition to escalating operating costs and routine general maintenance of the docks and equipment in the leased area while still continuing to provide services at prices Jamestown's can afford.

CONANICUT MARINE SERVICES, INC. PROPOSED IMPROVEMENTS TO NORTH BASIN FACILITIES: (See attached Figure 2. Marina Perimeter layout for corresponding letters and locations).

- A.** Relocate existing gangway & fuel dock 15 feet north within the existing perimeter. Currently the slip spacing between the existing 60 ft. slips is too narrow to accommodate today's beamier boats. The proposed relocation will enable 3 ft. or so more room in slip spacing.

- B.** Install a 16 x 100 ft. wave attenuator to add much needed wave protection benefiting all of the boats located to the south including the Harbor Master and Fire boats. *This work will require a modification to the marina perimeter.

- C. + D.** Construct 60 ft. of additional access to the two existing finger slips within the existing perimeter.

- E.** Construct removable gangway and floating docks to the south side of the timber pier to enable a more boat friendly docking environment for all boats. This would be within the existing perimeter.

**FIGURE 2 –
CMS PROPOSED
IMPROVEMENTS TO NORTH BASIN
FACILITIES**

Figure 2: Marina Perimeter

17/05/1994
 8-217
 JAG90903

LAND USE SPECIALISTS, INC.
 100 WEST STREET, SUITE 200
 JAMESTOWN, RHODE ISLAND
 CONANQUIT MARINA AVENUE
 EAST FERRY MARINA
 JAMESTOWN HARBOUR COMMISSION
 MARINA PERIMETER PLAN

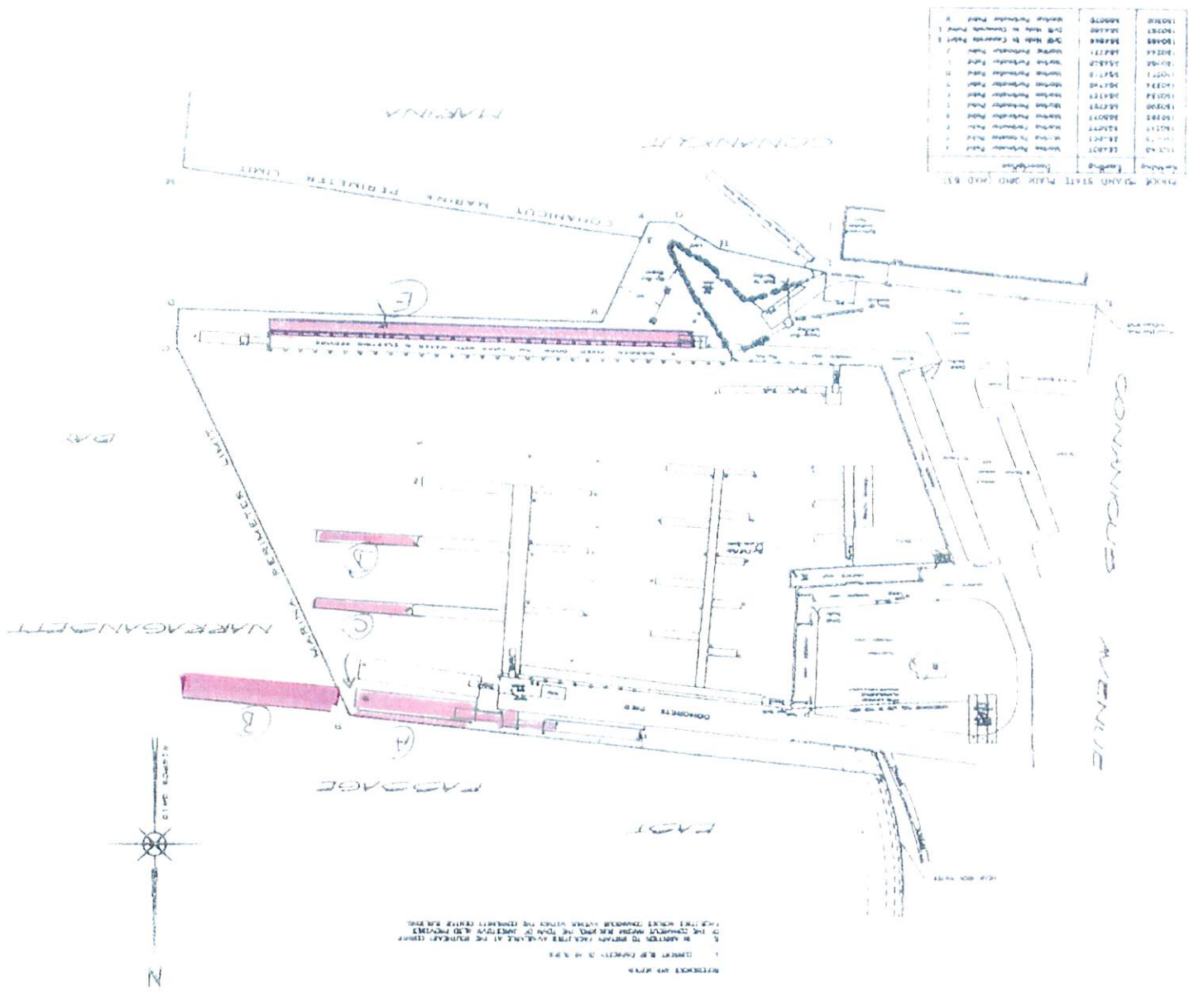
NOT TO SCALE LOCUS MAP

GRAPHIC SCALE

DATE: 17/05/1994
 DRAWN BY: [blank]
 CHECKED BY: [blank]

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LAND USE SPECIALISTS, INC. HAS CONDUCTED A VISUAL ANALYSIS OF THE PROPOSED DEVELOPMENT AND HAS DETERMINED THAT THE PROPOSED DEVELOPMENT IS COMPATIBLE WITH THE CHARACTER OF THE AREA AND DOES NOT CONFLICT WITH ANY APPLICABLE ZONING REGULATIONS OR OTHER REGULATORY REQUIREMENTS.



4. b. - OPERATIONS PLAN

a. Staffing –

CMS has a total of 67 employees and 31 of these employees (or 49%) are Jamestown residents. Many of our staff are inter-departmental, performing various duties depending on the season. Staffing includes 5 skilled boat hauling/launching/mast stepping/rigging crew, 5 fully licensed CDL truck-trailer operators, 4 fully licensed crane operators (hoisting engineers), 2 certified marine mechanical technicians servicing Yamaha, Honda, Evinrude E-Tec outboard motors, 2 certified diesel technicians, 1 certified electrical technician, 2 Marina Managers, 14 fully licensed Launch Operators, 6 fuel dock attendants, 5 marina office attendants, 12 fully licensed Ferry Captains, 9 Ferry First Mate Crew, 2 security crew, 1 shuttle driver, 1 Service Manager, 1 Purchasing Agent, 1 Bookkeeper/Controller, 1 General Manager, 1 Yard Foreman, 3 Retail Sales Clerks and 1 Engine Salesperson/Special Parts Researcher.

CMS is one of Jamestown's largest private employers. At present 3 employees are volunteers with the Jamestown Fire Department. Fire Dept. and Rescue runs have been regularly assisted by CMS employees during work hours at no charge to the town.

b. Marketing & Promotional Strategies –

CMS is currently listed in all major cruising guides including Portbook, ABBRA Boater's Resource Directory, Newport Best Read Guide, and The Hyatt Regency Newport Map. Other guides include Embassy Guide, Waterway Guide, Newport Harbor Guide, Intercoastal Waterway Guide, Atlantic Cruising Club's, Guides to Marinas and New England Boating which is a boater's guide to New England's best coastal and freshwater destinations. Each destination section contains detailed information on navigation, marinas, public dockage, Harbormaster contacts, fuel docks, anchorages, launch ramps, fishing options, service and repair. There are also videos, links and info on places to shop, dine and local points of interest.

Conanicut Marine participates in the Newport International Boat Show, the Providence Boat Show and the RI Boat show which is held annually in Jamestown.

We currently utilize DOCKWA (an on-line marina reservation process) to increase our presence with mobile boaters.

CMS has a Facebook page with over 1,000 local friends, where we announce store sales, special events, and pictures of ongoing CMS projects.

CMS Dockmaster program allows us to categorize our customer's to be able to send specific eblast messages for each customer category to announce sales, promotions, our annual open house and storm event updates.

Our "Reach Local" search engine optimization is continuously being improved to allow CMS and the Town of Jamestown to show up in top on web-based browsers such as Google.

CMS regularly conducts customer surveys to allow us to modify our operations to benefit our customers.

Our CMS website provides promotional information for local businesses and cross marketing.

You Tube provides a CMS Channel to help promote Jamestown as a whole along with promotional videos for the marina operations.

CMS was asked by New England Boating's filming crew to be included in filming of various locations throughout Jamestown, which will showcase Jamestown as a marina destination for a video to be aired at a later date on New England Boating TV which is in the third season of production.

Additionally, Conanicut Marine's presence on the .WWW is extensive recognizing our professionalism and location in the heart of Jamestown village.

c. Jamestown Resident Preferences –

It can be witnessed over many years of operation that Conanicut Marine's track record for all of its operations is entirely centered around Jamestown resident's first. Currently 90% of the Town perimeter marina slips in the North basin are occupied by Jamestown residents.

These residents currently have first refusal on their annual slip location renewal and this would be eliminated if CMS does not obtain the lease renewal. Existing Jamestown residents, some of whom have occupied these slip locations for over 20 years, would be at risk of losing their space if CMS does not obtain the lease renewal as a new tenant has no obligation to offer these residents slip space.

d. **Retail & Parts Sales & Supporting Boat yard parts sales–**

Our nearby Ship's Store and Chandlery, located at 20 Narragansett Avenue provides marine parts as well as clothing, shoes and miscellaneous gift and sundry items. This location also serves as additional parking (all staff working at the waterfront are required to park at this site or the boatyard site during their work shift to free up precious parking space in town) as well as being the main offices for all of Conanicut Marine Services operations for the Marina, Boat Yard, chandlery and Ferry and an additional comfort station for the general public.

All major maintenance and repair projects will take place at the contained shop facilities located at the nearby Conanicut Marine Taylor Point boat yard facility. Therefore only light repairs/maintenance as well as mast stepping and unstepping will take place on the leased premises.

e. **Dock Services –**

CMS dock facilities do not close at end of the season, they are open and available to the public 24/7, 12 months a year. Jamestown Yacht Club Race Committee uses the CMS fuel dock for weekly race events and seasonal equipment storage at no charge. CMS provided our own water tanker in previous drought years as a proactive method to conserve water for boat washing, etc.

The Town pier and the Wood Pile Pier are also access points for the general public's use to recreational fishing, strolling down the dock while eating their ice cream, viewing the remaining commercial fishing boats with their grandchildren and enjoying the beautiful water view.

Our 2015 Pricing for Dockage ranges from \$40.00* per foot (*as set by the Jamestown Harbor Management Commission for the wood pile pier) to \$260.00 per foot.

f. **Boat Launching & Hauling Services –**

CMS utilizes the Town leased north pier as a major hub for boat hauling/launching and mast stepping/unstepping. It is extremely important to preserve this space as it serves as an affordable option for smaller vessels to be able to utilize the waterfront.

Our 2015 Pricing for Boat Hauling and launching services range from \$8.00 per foot to \$18.50 per foot.

g. Mechanical Services –

CMS technicians are certified in Honda, Evinrude, Johnson, Yamaha and Yanmar repairs. In addition we have an ABYC Certified Marine Electrical Technician . All technicians receive annual training in their area of expertise. CMS hourly service rate is \$60.00 - \$95.00 per hour

h. Ferry Services –

CMS is a licensed RI PUC carrier - We currently operate "Katherine" a 42 ft. (49 passenger) ferry and "The Jamestown" a 40 ft. (34 passenger) ferry leaving Jamestown with authorized stops at Rose Island, Perotti Park (which connects to Block Island Ferry), Anne St. Pier and Fort Adams State Park. We offer Teen and Senior Citizen mid- week reduced pricing as well as Evening Special Rates. CMS also provides Express service to the Newport Folk and Jazz Festivals as well as special events. During peak events larger vessels are also put into service to reduce customer wait time. CMS also provides Harbor Lighthouse Tours and off-season Seal Tours providing access to the bay to the general public.

i. Fuel Services –

CMS owns the existing fuel dock house. CMS offers gasoline with ValvTec fuel additive and diesel fuel. Fuel prices are determined by CMS market pricing. Off season fuel dock hours May 1 - June 10, 2015 are Friday – Sunday from 8:15am to 6pm and Monday to Thursday 9am – 5pm. In season Fuel dock hours (June 11 – Sept. 9, 2015) Friday – Sunday from 8am – 7pm and Monday – Thursday from 8am to 6pm). CMS also accommodates Tax Exempt Diesel sales to the local fishing fleet and the RI DEM Ft. Wetherill location and the Jamestown Fire Dept. and Harbor Master boats. Additional off season fuel sales may be accommodated by calling 423-7157 or hailing CMS on VHF 71.

Underground Storage Tanks – CMS is currently the only marine gas and diesel resale vendor on the island.

- Per RI DEM all UST facilities are required to have operators that are Certified according to Rule 8.22 of the UST Regulations. All Class A and Class B operators must pass an open-book exam administered by the International Code Council (ICC) to be considered certified in Rhode Island. Our Class B Operator's license expires 7/18/2017.
- RI DEM Underground Storage Tank Registration for UST Facility No. 1866 is current and compliant.

- Annual Tank Testing of our Underground Storage Tanks are current (April 2015)
- All required daily, monthly and annual RI DEM Underground Storage Tank reports are current.
- CMS has prepared a Fuel Dock Safety Rules and Procedures manual which includes our internal Emergency Response Sheet with emergency contact information and procedures to be followed in the event of a spill or boat sinking.
- ValvTect Marine Gasoline and Diesel Storage Tank Certification is current.

j. Launch Tender Services –

Launch Tender service is included in our annual Mooring & Service package agreement. Package includes parking shuttle, along-side pump out, Wi-fi.

In addition to providing launch service for our mooring guests CMS also provides a Private Mooring Launch Service Package available to nearby Town mooring holders. Current prices range from \$35.00 to \$42.00 per foot LOA and is inclusive to all marina services.

2015 Launch Schedule

May 2 – May 21 - Sunday – Thursday 9am – 5pm and Friday & Saturday 9am – 7pm

May 22 – June 11 - Sunday – Thursday 8am – 9pm and Friday & Saturday 8am – 10pm

May 24 – Sunday 8am – 10pm

June 16 – September 6 – Everyday from 8am – 10pm

July and August – Friday & Saturdays from 8am – 11pm

Sept. 7 – Sept. 13 – Sunday – Thursday 8am – 8pm and Friday and Saturday 8am – 9pm

Sept. 14 – Sept. 20 – Sunday – Thursday 8am– 7pm and Friday and Saturday 8am – 8pm

Sept. 21 – October 12 – Sunday – Thursday 8am – 6pm and Friday and Saturday 8am – 8pm

Additional hours by appointment. Note: CMS extends Tuesday night launch service for the Conanicut Yacht Club Race Committee members at no charge.

k. Other Services –

CMS provides a complimentary shuttle, which is available to our guests, for travel to McQuade's, laundry, off-site parking areas and other local businesses.

l. Plans to Enhance Customer Service –

In addition to Facebook, electronic news letters and every day customer interaction Conanicut Marine also contracts a local company, called Survey Advantage, to solicit feedback from our entire customer list. The results of these surveys are taken seriously including an action plan to address customer's additional desires. CMS is always searching for new ways to increase customer services.

m. Support of Events on Veteran's Square/East Ferry area –

The community of Jamestown has witnessed, over many years, the involvement of Conanicut Marine in nearly all events that take place in the general areas of the East Ferry waterfront, some of which include:

- Save The Bay Swim which utilizes our Taylor Point boatyard for parking of 200 cars
- RI Boat Show held in conjunction with Rhode Island Marine Trades Association (RIMTA) & Latitude Yacht Brokerage
- Sunday Evening Summer Recreation concerts – high amp electric is provided for bands to set up in Veteran's Square
- Each July 4th the US Flag is proudly displayed from the crane at the fuel dock location and lit up during night time hours
- Fool's Rules Regatta – CMS provides a safety boat
- Christmas - Every November the CMS provides the truck, trailer and road crew to assist in cutting, transporting and setting up, securing (cabling) as well as providing the crane, operator and "man basket" to facilitate other volunteers in decorating the Town Christmas Tree in Ferry Square. CMS sponsors Santa and Mrs. Claus arrival by boat to Jamestown Village. Santa and Mrs. Claus are then transported in an open wagon to the Ship Store where complimentary refreshments, candy canes and pictures are provided. CMS, together with other volunteers, set up, store and remove the Shoreby Hill Christmas pageant lighting as well as the equipment and manger.
- Jamestown Fire Works – CMS provides the moorings to hold the barge in place from which fireworks are set off.

- CMS sponsored the sailing vessel “Lynx” visit to Jamestown for several years
- CMS sponsored the annual Fluke Festival Fishing derby open to local residents
- CMS sponsored the annual visit of the Mystic based training Schooner “Brilliant”
- CMS sponsored a seasonal dock for the Sloop “Providence” for many years
- Annual Ship Store & Chandlery Open House

See photos included in Additional Information, Section 5.

4. c. - BUSINESS PLAN

1. CONTACT INFORMATION FOR THREE REFERENCES – SERVICES PROVIDED IN LAST TWO (2) YEARS -

- a. Gary Verrill – Cell 508-353-9448 – n722sa@gmail.com
- b. CAPT. DEACON NELSON – 401-423-1394, CELL 561-512-8002 – NELSON@GOLDDIGGER49.COM
- c. Victor Calabretta – 401-423-0151 – vcalabretta@cox.net

See attached letters of Reference from the above 3 Service Customers

Gary Verrill
2 Seaside Drive
Jamestown, RI 02835

August 25, 2015

Ms. Christina Collins
Finance Director
Town of Jamestown, RI
East Ferry Marine RFP

RE: Letter of Reference for Conanicut Marine Services, Inc.

Dear Ms. Collins,

I have been a customer of Conanicut Marine since 2008 and a resident of Jamestown since 2011, and rented summer properties on the island for a number of years previous to that.

I think at times many Islanders, myself included, take the waterfront at East Ferry, and it's unique character, for granted. Still, it is no accident that it is the way it is. Conanicut Marine has been a true steward of the waterfront, in every sense of the word, and I think have contributed significantly, during my time on the island, to the outstanding character and hospitality that is considered East Ferry.

The seamlessness with which they operate their various concerns, results in a waterfront that is pristine, inviting, incredibly active and full of variety, and most of all safe and a pleasure for all to enjoy. About that last part, CMS is absolutely democratic and open to everyone in all of their dealings, whether a long-time client, or a first-time visitor, and represents Jamestown well on all fronts.

Regarding their marina services, I have been a sailor and boater for the last 28 years and have had relationships with several yards during that time; Conanicut Marine is the best yard I have ever dealt with. Their facilities and services, including the Dockmaster's Office, Gas Dock, Narragansett Avenue Chandlery, Parking Shuttle and Taylor Point Yard & Parking, are all indispensable to providing a level of service that cannot be duplicated on the island. Not only are they responsive on a day-to-day basis, but also their entire team is excellent at planning.

In fact, my vessels have been with CMS through several major events, including a number of significant Nor'easters and, of course, Hurricanes Irene and Sandy. In all of these cases, my vessels were secured and came through unscathed. And, as we all remember, several times during mid-season, CMS has dis-assembled and, most importantly, re-assembled the North Basin in record time, to get the waterfront back to normal as quickly as possible, which is also a testament to their incredible depth and number of hands on-board.

I appreciate the opportunity to submit this reference for your consideration. Please do not hesitate to contact me by phone (my cell is best) 508-353-9448 or e-mail at n722sa@gmail.com, with any further questions, or to discuss any of the above.

Best Regards,



Gary Verrill

Jamestown Town Council
93 Narragansett Avenue
Jamestown, RI 02835

Dear Councilors,

I have managed a fleet of boats and property for Jim Bishop Sr. and family since the late nineties and I have always been able to count on the effective, dependable local support here in Jamestown with the services of Conanicut Marine Services. Bill Munger at the helm of CMS has always been a hands-on leader with the big picture of both customer and community needs guiding his direction. Over the years CMS has grown in supporting the marine community needs from a small repair shop on Valley St. to the present service complex at Taylor Point, as well evolved with marine supplies and clothing needs being offered at the Narragansett Ave. store to ferry and Harbor launch services with parking shuttle needs being met at East Ferry. CMS has always met the challenges of operating the north basin facility in such an exposed marine environment and provides floating dock berthing for the "Coastal Queen" with both proper voltage electrical service and good water pressure which is rare thing from my thirty years of experience with New England docks. The evolved scope of services and products that CMS offers to support the community of Jamestown and it's needs over the years is most impressive and certainly an asset to the community; the town should keep the business and its present structure intact for the future needs of all here .

Years ago there was an eager dock hand there to help fuel your boat at the gas dock, today that fellow is one of our Police Officers. Whether your boat needs an Oil change or major repair, or you need a parking shuttle ride to take the ferry to Newport for the evening, or a mooring for the season or friends visiting needing a mooring overnight, or a tube of sunscreen or a raincoat to go with boots and so on ; I sure glad CMS calls Jamestown home, and we as a town should surely let them to continue the stewardship of the marine community's needs. Who knows which young CMS employee may one day sit on the town Council too?

Respectfully,



R. Deacon Nelson
Captain of the Coastal Queen

401-423-1394
561-512-8002
nelson@golddigger49.com

11 America Way
Jamestown, RI 02835
(401) 423-0151
vcalabretta@cox.net

August 28, 2015

Town of Jamestown
93 Narragansett Ave
Jamestown, RI 02835

Attn: Christina Collins, Finance Director

Re: East Ferry Marina RFP

Dear Ms. Collins,

This letter is to provide reference for Conanicut Marine Services in relation to the above referenced RFP. I have been a resident of Jamestown since 1978 and a customer of Conanicut Marina for the same length of time (37 years). During my residence in Jamestown, I have been active in community service including serving on the Planning Commission, and the first Harbor Commission. I have had the privilege of serving as Town Council President in the early '90's, and serving as Commodore of both the Jamestown and Conanicut Yacht Clubs.

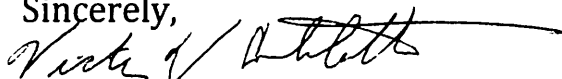
Conanicut Marina has operated in the center of the downtown waterfront with very little disturbance to the ambiance of our rural island community. In fact the CMS operation is a major part of that ambiance. While most marinas are by nature industrial operations, CMS has been able to provide marina services without the noise, and heavy activities seen in other marinas. This is a business culture instilled in CMS many long-term employees that we should not risk losing.

Equally as important is the community services provided by CMS. In the past, I have served for decades on the tree lighting committee and the Fools Rules committee. Without CMS support donating its' crane and support boats, as well as staff and financial donations, these activities (and also the Christmas Pageant) would not be as successful. We should

be reminded that the Town's fishing float was a collaborative donation of Jamestown Yacht Club and Conanicut Marina. Also remember that JYC's Tuesday night races (also a part of the Town's ambiance) are operated out of Conanicut Marina facilities. This community service focus is another attribute of Conanicut Marina that we should not risk losing.

In summary, Conanicut Marine Services is a major part of our downtown community. "If it ain't broke, don't fix it." We should not risk losing what we already have.

Sincerely,



Victor V. Calabretta

2. THIS SECTION INTENTIONALLY LEFT BLANK TO COORDINATE WITH RFP FORMATING

3. VESSELS & LARGE SCALE EQUIPMENT –

The Town could expect very little difference in the existing make up of vessels and heavy equipment now used on site.

i. **Work Vessels** – Mooring barge, Pump out boat, 3 launches, and various small work boats under 25 feet.

ii. **Ferries** – CMS is a licensed RI PUC Water carrier - We currently operate a 42 ft. (49 passenger) ferry and a 40 ft. (34 passenger) ferry. Larger vessels are added when necessary to reduce customer wait time during peak events or whenever necessary.

iii. **Cranes** - 30 Ton RT crane (lifting 8 ton max. boat weight)

iv. **Trucks & Trailers** – CMS is a licensed PUC Common Carrier for transport. CMS has a 30 ton truck crane, 30 ton hydraulic boat trailer, 20 ton hydraulic boat trailer, 6 ton hydraulic boat trailer, 2 ton mast carrying trailer

v. **Misc. Equipment** – Fuel Dispensing Pumps, Ice machine, computer equipment inside fuel office.

4. EMPLOYEES FOR LEASED PREMISES –

Steven Munger, with 23 years experience at CMS oversees the waterfront operations. Rob Packer, with 13 years experience at CMS is the Assistant Dock manager and a Certified Launch Operator as well. May Munger, with 40+ years experience at CMS oversees the Ferry/Charter operations. The Ferry Wharf location also employs 14 fully licensed launch operators, 6 fuel dock attendants, 5 marina office attendants, 12 fully licensed Ferry Captains, 9 Ferry First Mate Crew, 2 Security Crew, We also provide a complimentary shuttle driver for our marina guests.

Additionally, we have 5 skilled boat hauling/launching/mast stepping/rigging crew, 5 fully licensed CDL truck-trailer operators, 4 fully licensed crane operators (hoisting engineers), 2 certified marine mechanical outboard technicians, 2 certified diesel technicians and an ABYC certified electrical technician who also work in the leased premise area.

made by the insurer. This provision does not apply with respect to that amount of any deductible for which coverage is demonstrated under another mechanism or combination of mechanisms as specified in 40 CFR 280.95-280.102.

- C. Whenever requested by the Department of Environmental Protection Commissioner, the insurer agrees to furnish to the DEP Commissioner a signed duplicate original of the Policy and all endorsements.
- D. Cancellation or any other termination of the insurance by the insurer, except for non-payment of premium or misrepresentation by the Insured, will be effective only upon written notice and only after the expiration of 60 days after a copy of such written notice is received by the Insured.
- E. The insurance covers claims otherwise covered by the Policy that are reported to the insurer within six months of the effective date of cancellation or non-renewal of the Policy except where the new or renewed policy has the same Retroactive Date or a Retroactive Date earlier than that of the prior policy, and which arise out of any covered occurrence that commenced after the Policy Retroactive Date, if applicable, and prior to such renewal or termination date. Claims reported during such extended reporting period are subject to the terms, conditions, limits, including Limits of Liability, and exclusions of the Policy.

I hereby certify that the wording of this instrument is identical to the wording in 40 CFR 280.97(b)(2) and that the insurer is eligible to provide insurance as an excess or surplus lines insurer in one or more states.

Edward Wilmot
Vice President - Ocean Marine Division
Great American Insurance Group

6. PROPOSED DOCKAGE, MOORING AND SERVICE RATES –

- Dockage ranges from \$40.00 - \$260.00 per foot for the 2015 season
- Mooring ranges from \$85.00 - \$120.00 per foot for the 2015 season
- Service ranges from \$45.00 - \$95.00 per hour for the 2015 season

7. DAILY HOURS OF OPERATION –

CMS is open per the individual schedules listed above and key CMS staff are available 24/7 by cell phone, text and e-mail.

8. OPTIONS FOR METERED WATER AT TOUCH AND GO LOCATIONS –

At this time CMS has begun research into options for metered water at the touch and go locations.

4. d. – PARKING PLAN

The Town can expect very little difference in the existing CMS parking plan. Guest and employee parking are available at our in town 20 Narragansett Avenue/Knowles Court property providing 30 parking spaces. Additionally, from the (Zoning board 1994) approval of a special use permit, we can park up to 50 customer cars at our nearby boat yard (Plat 8, lot 278). However, the site easily accommodates over 200 cars during special events. The site is connected to the waterfront by our on-demand shuttle bus available from 8 a.m. to 9 p.m. 7 days weekly during the summer season and additional hours by appointment. Employees are required to park at either off site lot when working their waterfront shift. The two lots are used extensively by all of our boating guests for both short term and extended stays. CMS off-site parking helps alleviate the in-town parking congestion.

4. e. – SAFETY AND SECURITY PLANS

Along with each employees responsibility to be alert, as outlined in our CMS Employee handbook, we also have a safety committee that meets regularly to identify and correct any concerns. Additionally, we contract Gallagher Environmental, LLC consultants to perform our annual safety and environmental audits and training.

CMS provides security/policing of Town pier areas (24/7) for 6 months each year. The area is checked daily in the off season.

CMS Dockmaster program allows us to categorize our customer's to be able to send specific eblast messages to each mooring/dock holder prior to any storm event advising of steps needed to be taken to secure their vessels.

Our Annual Right-to-Know, OSHA, DOT, SPCC, SWPPP and employee training is current

CMS with the JFD jointly owns the Hazardous Response Equipment Trailer used for marine and non-marine emergencies and CMS assists with the restocking of inventory. (See attached JFD letter).

In addition we have the following plans, manuals and Best Management Practices in place:

- CMS Hurricane Plan – Our hurricane plan is reviewed and updated prior to each storm event.
- Fuel Dock Safety Rules & Procedures Manual & Internal CMS Fuel Spill Response Sheet
- CMS Best Management Practices Sheet
- CMS Employee Manual
- Fire Prevention Plan
- Contingency Plan
- Storm Water Pollution Prevention Plan
- Spill Prevention Control & Countermeasure Plan
- Crane & Hoist Safety Plan
- Confined Space Plan
- Hazardous Assessment & Personal Protection Equipment Plan
- Safety Plan
- Standard Operation Procedure Respirator Plan
- Lockout/Tagout Plan
- Source Reduction and Recycling Plan



JAMESTOWN FIRE DEPARTMENT

INCORPORATED 1897



Telephone 401/423-0062
Fax 401/423-7278

50 Narragansett Avenue
Jamestown, RI 02835

Prescott E. Froberg
Conanicut Marine Service
20 Narragansett Avenue
Jamestown, RI 02835

January 16, 2007

Dear Chief Froberg,

Enclosed you will see a detailed inventory list for the Jamestown Fire Departments Hazardous Material Response equipment and supplies. If you have any further questions please do not to hesitate to contact as soon as possible.

In regards to our conversation about lettering the Hazardous Material Response Trailer located at Taylor Point, we would recommend lettering it as the Jamestown Fire Department/Conanicut Marine Service Hazardous Material Response Unit. If you have any other suggestions please let us know and please be sure to pass on to the Munger family and your staff how appreciative we are to have a great working relationship with Conanicut Marine Service in Oil Spill Response and Water Related Response Incidents.

Sincerely,

James R. Bryer, Jr.
Chief of Department



JAMESTOWN FIRE DEPARTMENT

INCORPORATED 1897

Telephone 401/423-0062
Fax 401/423-7278



50 Narragansett Avenue
Jamestown, RI 02835

Hazardous Material Response Trailer – Inventory 1/1/2007:

(White Trailer stored at Conanicut Marine Services Taylor Point Facility)

Bullhorn	1 Bullhorn
Warning Barrier Tape (Fire Line Tape)	4 Rolls
First Aid Kits	1 Kit
Shovels	3 Shovels
Bolt Cutters	1 Set
Trash Bags	100 bags
Broom & Dust Pan	1 Set
Personal Flotation Devices	2 (Life Jackets)
Tyvek Suits	4 Sets (4-XL)
Rain Gear w/ Safety Goggles	4 Sets (2-XL) (2-L)
Class B Exposure Suits	5 Suits (3-XL) (2-L)
Class A Exposure Suits	8 Suits (4-XL) (4-L)
Rope Line	1200 ft. of ½ Poly Rope
Pads (18"x18")	8 Bales
Sausage Boom (5 x 10)	800ft.
Sausage Boom (8 x 10)	800ft.
Containment Boom	400ft.
Recovery Drums	5 Drums



JAMESTOWN FIRE DEPARTMENT

INCORPORATED 1897

Telephone 401/423-0062
Fax 401/423-7278



50 Narragansett Avenue
Jamestown, R. 02835

Hazardous Material Rapid Response Trailer – Inventory 1/1/2007:
(Red Army Trailer stored at Jamestown Fire Department)

Personal Flotation Devices	2 Life Jackets
Shovel	1 Shovel
Rope Line	1200 ft. of 1/2 Poly Rope
Speedi-Dry Pads (18 x 18)	5 Bags 2 Bags
Sausage Boom (5 x 10)	100ft.

Jamestown Fire Department – Station Inventory for Hazardous Materials Response

Speedi-Dry	24 Bags
Pads (18 x 18)	1 Bag

5. – ADDITIONAL INFORMATION

- a. **CERTIFIED MARINA MANAGER DEFINITION** – The Association of Marina Industries states “CMMs represent the elite in the marina and recreational boating industry. They value true personal and professional excellence and strive to maintain the highest levels of ethical and moral conduct in their commitment to the marina industry. CMMs have a deeply-rooted respect for the environment and recognize their role in keeping it safe for boaters and the communities that support them. CMMs are marina professionals who have completed an extensive training and certification process through the globally recognized International Marina Institute (IMI) and embrace the continuance of education and training for themselves and those who work within the marina industry”. (See the attached documentation regarding CMM qualifications and Prerequisites).



50 Water Street
Warren, RI 02885
Phone: (866) 367-6622

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CMM Certification

Marinas run by CMMs are the most professional in the business and training is the key! See why you should either hire a CMM or frequent their marinas!

Certified Marina Manager (CMM) Value Statement

CMMs represent the elite in the marina and recreational boating industry. They value true personal and professional excellence and strive to maintain the highest levels of ethical and moral conduct in their commitment to the marina industry. CMMs have a deeply-rooted respect for the environment and recognize their role in keeping it safe for boaters and the communities that support them. CMMs are marina professionals who have completed an extensive training and certification process through the globally recognized International Marina Institute (IMI) and embrace the continuance of education and training for themselves and those who work within the marina industry.

Benefits of Being a CMM

- 1. Greater Earning Potential.** CMMs have the reliable knowledge and experience to make them more valuable to marina owners who crave the kind of quality and reputation only the best marinas have. CMMs are projected to earn an average of 20% to 45% more than their colleagues, based on experience in other service industries and the results of AMI's annual wage rate survey.
- 2. More Job Opportunities.** Employers seek the best-qualified managers for marina properties. They demand that applicants be Certified Marina Managers to ensure investors, bankers, insurers, and customers that their marina properties are run as professionally as possible. Your CMM designation gets you to the top of the resume pile.
- 3. Career Advancement and Job Security.** Marina owners and investors see CMMs as being aggressive, qualified, professional, and more committed to a career within the marina industry. CMMs are recognized as being most up-to-date in the latest procedures, techniques, industry regulations, and requirements—a most marketable collection of assets.
- 4. Job Satisfaction and Ability.** Managing a marina requires more than knowing about boats. Feel confident in your skills and ability. Whether you're talking about personnel issues, healthcare options, or fire and safety regulations, gain the knowledge to give quick answers or know where to get the answers to the everyday situations that can slow others down.
- 5. Networking with Colleagues.** CMMs have one of the tightest professional networks in the world and regularly share tips and information with one another, ensuring that each is up to speed with the latest technologies, processes, and regulations. The knowledge a CMM receives through this network makes him/her a highly qualified, respected, and able manager.
- 6. Instant Recognition.** Once you become a CMM, you'll feel confident that the people you want to impress—employers, peers, bankers, investors, etc.—will know you've distinguished yourself as an outstanding professional. Professional certification is, after all, a highly prized mark of distinguished achievement among practicing professionals.

The CMM qualification process assesses the following real-world abilities:

- Financial management.
- Sales and marketing management.
- Understand the regulatory obligations of the marina business.
- Successful bottom line management.
- Evidence of high character and ethics standards.
- Supervise and manage people.

IMI is proud to offer its coveted Certified Marina Manager (CMM) certification. Marina businesses have evolved into sophisticated, capital-intensive, and highly regulated enterprises that require top professional management. The CMM designation provides a doorway to greater earnings potential and professional recognition. CMMs complete rigorous education and training developed by the national and international marina industry and must meet specific experience requirements.

Prerequisites include:

- Graduation from IMIs [Intermediate Marina Management](#) and the [Advanced Marina Management](#) programs.
- AMI membership, either directly or through your employer. Also, you must be actively engaged in at least one other marine- trade organization.
- Five years minimum experience in senior management in a qualified national or international marina of a facility that has more than 100 slips (wet and dry combined) OR \$1.0 million in gross revenues.
- Applicant must meet 18 of 26 points as defined within pages 5-7 of the [CMM application](#).

[How do I apply?](#)

For more information, email imitraining@marinaassociation.org or call (401) 247-0314.

contact

Association of Marina Industries

50 Water Street

Warren, RI 02885

Phone: (866) 367-6622

Fax: (401) 247-0074

Email: info@marinaassociation.org

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publications

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Design & development by Jonathan Desrosiers

AMI Resources

Other Resources

Free Resources

- b. **STAFF EXPERIENCE – TRAINING CERTIFICATIONS, ETC.** – CMS has invested many years and substantial monetary amounts in educating and keeping our employees updated on the latest technology and repair methods in the marine industry. CMS feels that this is of utmost importance to remaining a leader in the marine industry. CMS technicians are certified in Honda, Evinrude, Johnson, Yamaha and Yanmar repairs as well as an ABYC certified Technician. All technicians receive annual training in their area of expertise.

Raymond Bonin –

- Evinrude Johnson Certified Technician from Bombardier Recreational Products Training Institute Feb. 2004
- Evinrude Johnson Certified Technician from BRP Training Institute in April 2014
- Evinrude Johnson E-ssentials: Servicing Evinrude E-TEC
- Evinrude Johnson 2012 Product Service Update
- Yamaha Electrical systems
- Honda Marine 7 Carburetion Modules
- Honda Marine 12 Fuel Injection Modules
- Honda Marine 3 Gearcase Modules

Daniel Moisan –

- ABYC Technical Certification as a Certified Marine Technician in Marine Systems
- ABYC Certification in Marine Electrical
- ABYC Certification in Propeller Selection and Sizing
- Yanmar Marine Smart Assist Diagnostics Tools
- Yanmar Marine BLV/VCS 350/370 Outdrives
- Westerbeke Service Training Award

Patrick Murphy –

- Evinrude Certified Technician
- Evinrude Professional Technician Training
- Evinrude E-ssentials 4: Effective Troubleshooting
- Evinrude E-ssentials: Rigging and Propeller Selection

- Evinrude E-ssentials: Servicing Evinrude E-TEC
- Evinrude 2010 Product Service Update, 2011 Product Service Update, 2012 Product Service Update,
- Yamaha Fuel Systems
- Yamaha Electrical Systems
- Honda Marine 3 Gearcase Modules
- Honda Marine 12 Fuel Injection Modules
- Honda Marine 7 Carburetion Modules

Michael Wojnar –

- Westerbeke
- Volvo Penta Certified Diesel Technician
- Mercury Outboards
- Universal Engines
- Cummins Engines
- Grunert Refrigeration Systems
- Universal Refrigerant Transition & Recovery Certification
- Marine Velvet Drive Transmissions
- Princess Yachts
- SeaRay Service Manager Training

Gene Steger –

- Evinrude ICON System training

Richard Smith –

- RI DEM Trained Inspector for No-Discharge Compliance Program

Steven Munger –

- ABBRA Basic Marine Diesel Repair Certification
- RI Class B UST System Operator

David Blydenburgh –

- RI Class B UST System Operator

Marilyn Chapman Munger –

- ABBRA and IMI Marine Service Management 5 -day Training Course

Client#: 31170

CONANMAR

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/18/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Starkweather & Shepley PO Box 549 Providence, RI 02901-0549 401 435-3600	CONTACT NAME: Jill Hulme	
	PHONE (A/C, No, Ext): 401 435-3600 FAX (A/C, No): 401 431-9379 E-MAIL ADDRESS: jhulme@starshep.com	
INSURED Conanicut Marine Services, Inc. 20 Narragansett Ave Jamestown, RI 02835	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Great American Ins	16691
	INSURER B: Beacon Mutual Ins Co	24017
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Per written contract or agreement GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X		PAC1145611	04/12/2015	04/12/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> Drive Oth Car <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			CAP1145612	04/12/2015	04/12/2016	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10000			OMH6616579	04/12/2015	04/12/2016	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	27407	07/01/2015	07/01/2016	WC STATU-TORY LIMITS OTHER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000
A	MOLL/P&I			OMH3152580	04/12/2015	04/12/2016	\$1,000,000
A	Tank Pollution			OMH3152580	04/12/2015	04/12/2016	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Town of Jamestown (East Ferry
Marina RFP)
93 Narragansett Avenue
Jamestown, RI 02835

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

maria a. Barnowski

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Administrative Offices
301 E 4th Street
Cincinnati OH 45202-4201
513 369 5000 ph

GAI 2171 (Ed. 04 08)
Policy No. OMH 3152580 02

**STORAGE TANK CERTIFICATE OF INSURANCE TO
DEMONSTRATE FINANCIAL RESPONSIBILITY**

Facility Name and Address:
CONANICUT MARINE SERVICES, INC
1-3 FERRY WHARF
JAMESTOWN, RI 02835

Insurer Name and Address: Great American Insurance Company

Policy Number: OMH 3152580

Policy Period: (12:01 A.M.)
From: 04/12/2015 **To:** 04/12/2016

Insured Name and Address:

CONANICUT MARINE SERVICES, INC
20 NARRAGANSETT AVE.
JAMESTOWN, RI 02835

I. The insurer, as identified above, hereby certifies that it has issued liability Insurance covering the following Above/Underground Storage Tanks:

Facility	Number of Tanks
CONANICUT MARINE SERVICES, INC	3

for taking corrective action and/or compensating third parties for bodily injury and property damage caused by either sudden accidental releases or non-sudden accidental releases or accidental releases in accordance with and subject to the Limits of Liability, exclusions, conditions, and other terms of the Policy arising from operating the above or underground storage tanks identified above.

The Limits of Liability are:

- a. \$ 1,000,000 Per Environmental Incident
- b. \$ 1,000,000 Per Annual Aggregate

exclusive of legal defense costs, which are subject to a separate limit under the Policy. This coverage is provided under policy number OMH 3152580 02. The effective date of said policy is 04/12/2015.

II. The insurer further certifies the following with respect to the insurance Described in paragraph I:

- A. Bankruptcy or insolvency of the Insured shall not relieve the insurer of its obligations under the Policy to which this certificate applies.
- B. The insurer is liable for the payment of amounts within any deductible applicable to the Policy to the provider of corrective action or a damaged third-party, with a right of reimbursement by the Insured for any such payment