

JEFFERSON COUNTY REQUEST FOR PROPOSALS: CONCESSIONAIRES FOR JEFFERSON COUNTY LAKE

2019

Introduction

Jefferson County invites concessionaires to submit a proposal to provide food, merchandise, and/or recreational rentals for the 2019 lake season.

The season begins when sub water has filled the lake bed sufficiently for swimming, which occurs about June 1. The swimming season ends about October 1.

Types of Concessionaires

Purveyors of food and beverage, merchandise, paddle boat rentals, recreational rentals, picnic supplies, souvenirs, and others are invited to apply.

Requirements

The concessionaire will bag all trash and arrange that the trash be discarded properly and efficiently, preferably in the large containers by the Ice Rink area . The concessionaire will not be permitted to offer or sell alcoholic beverages or tobacco or e-cigarette or vaping products.

The concessionaire shall comply with all of the Health Department requirements for operating a concession and shall obtain and pay for all of the necessary licenses. This includes meeting all of the State and local food service regulations and passing inspection.

Information and Instructions

The contract for the proper conduct and operation of concessions will be awarded to the concessionaire who, in the opinion of Jefferson County, is best qualified to perform the duties and obligations and render the services set forth in the attached agreement. The successful concessionaire shall be chosen on the basis of, but not limited to, the following information supplied in his or her proposal:

1. The a monthly license fee to be paid;
2. Experience, background and ability to perform and provide a successful concession operation;
3. Financial condition;
4. Quality and variety of products and services offered; and
5. References.

Proposal Submission

In order to be considered, proposals must be submitted on a proposal form provided by the County. Proposals may be delivered or mailed to:

Jefferson County
Attn: Mickey Eames
210 Courthouse Way Suite 160
Rigby, ID 83442

Contact:
Mickey Eames
Phone: (208)612-6000
Cell: (208)243-1197
me@co.jefferson.id.us

Concessionaire Selection Procedure

Once all proposals have been received, the County will review and evaluate them according to the following criteria, and may elect to conduct interviews with some applicants:

- Experience of concessionaire and key personnel with similar events
- Thoroughness of proposal
- Record of past performance and client satisfaction
- Concessionaire's proposed monthly license fee

Jefferson County reserves the right to reject any or all proposals, to waive any informality in any proposal, to accept other than the high proposal, or not to award on the basis of proposals received.

At the County's discretion, according to the decision of the County Board of Commissioners and staff, a two-year extension of this agreement may be considered, based upon performance by concessionaire during the initial period of this agreement.

Thank you for your interest in the 2019 lake season.

PROPOSAL FORM

The undersigned declares to have carefully examined the Request for Proposal, the Agreement attached hereto, and these instructions for submitting this proposal for the operation of concessions at Jefferson County Lake.

Agreement Duration:

For the lake season: approximately June 1, 2019 through October 1, 2019

The undersigned agrees to be fully informed regarding all of the conditions affecting the performance under the terms of these instructions and documents, and that the information was secured by personal investigation and research and not from any estimate of any County employee or agent, and that no claim will be made against the County by any reason of estimates or representations of any officer or agent of the County; and proposes and agrees if the proposal be accepted, to perform the duties of the operation of said concessions in strict compliance with any laws, standards and requirements for concession operations, and according to the Agreement attached hereto.

The undersigned hereby proposes to pay Jefferson County the yearly license fee in the amount of \$350.00 for the privilege of furnishing concession services at Jefferson County Lake in accordance with the attached specifications and Agreement.

The concessionaire hereby submitting this proposal shall also attach to this proposal a written or typewritten statement which shall include information as to:

Exhibit 1: experience, background, and reliability in performing and providing a successful concession operation; financial condition; a minimum of three (3) references from previous and/or existing customers with contact information; a minimum of three (3) references from previous and/or existing suppliers with contact information.

Exhibit 2: a list of foods (menu), beverages, merchandise, picnic supplies, souvenirs, paddle boat rentals, recreational rentals, and other items and/or services proposed to offer in concession operations at Jefferson County Lake.

Exhibit 3: description of facility you will use for your operations and minimum hours of operation.

In submitting this proposal as herein described, concessionaire agrees to have carefully examined the specifications and provisions of this proposal form and understands the meaning, intent, and requirements of same;

That, if awarded the contract, concessionaire will enter into a written contract and furnish the services in the time specified in strict conformity with the specifications and conditions contained therein for the price quoted by the concessionaire on this proposal;

And that this proposal is genuine, and submitted in good faith, without collusion or fraud, and that the only persons or firms interested in this proposal as principal or principals are named herein, and that this proposal is made without connection with any other person, partnership, or corporation making a proposal.

This proposal may be withdrawn by the written request of an authorized representative of the undersigned at any time prior to the deadline for submitting proposals.

IF THERE IS INSUFFICIENT SPACE FOR ANY ANSWER, ATTACH ADDITIONAL SHEETS.

Name of Business: _____

Address: _____

Person signing this form: _____

Title: _____

Work Phone Number: (____) _____ - _____

Home Phone Number: (____) _____ - _____

Cell Phone Number: (____) _____ - _____

Email: _____

Type of Business Activities and/or Goods to be Sold:

The undersigned hereby represents that the following statements are true, correct and complete, to the best of his/her knowledge and belief, and that Jefferson County is entitled to rely thereon:

1. Business is (*check one*)

A corporation a general partnership A limited liability company

a sole proprietorship

A limited liability partnership other _____

2. Business Address: _____

3. State of incorporation or organization: Idaho Other _____

4. What other trade names does the Business use, if any?

5. (a) Identify all officers, directors, managing or general partners, or managing members.

<i>Name</i>	<i>Address</i>	<i>Title</i>

(b) Identify owners of 5% or more interest in the Business:

6. Identify any parent organization of the Business.

Parent's name _____, a

- a corporation a general partnership
 a limited liability company a sole proprietorship
 a limited liability partnership other _____.

State of Incorporation or organization: _____

7. Has the Business, any Parent, or any of their respective officers, directors, owners, general partners, managing members, employees, or agents ever been convicted of, entered a plea of guilty, entered a plea of *nolo contendere*, or otherwise admitted to: (Yes or No)

1. The commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract?

2. The violation of any state or federal law for embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property or any other offense indicating a lack of business integrity or business Honesty, which affects responsibility as a municipal contractor?

3. To a violation of any state or federal antitrust, collusion or conspiracy law arising out of the submission of bids or proposals to a public or private contract or subcontract? _____

4. The fraudulent, criminal or other seriously improper conduct while participating in a joint venture or similar arrangement. _____

5. Willfully failed to perform in accordance with the terms of one or more public contracts, agreements or transactions? _____

6. Had a history of failure to perform or a history of unsatisfactory performance of one or more public contracts, agreements or transactions? _____

7. Willfully violated a statutory or regulatory provision or requirement applicable to a public contract, agreement or transaction? _____

IF YOU ANSWER YES TO ANY PART OF PARAGRAPH 7, EXPLAIN ON AN ATTACHED SHEET.

**8. Read and initial at end of the following paragraph:
BY INITIALING BELOW, THE UNDERSIGNED UNDERSTANDS THAT THE DUTY TO PROVIDE THE INFORMATION REQUESTED IN THIS FORM IS A CONTINUING OBLIGATION AND THAT THE INFORMATION REQUIRED BY THIS FORM MUST AND WILL BE UPDATED UPON ANY CHANGE _____ (*Initial*)**

Dated: _____

Signature: _____

Name: _____

Title: _____

Duly-authorized