

**GRAND COUNTY**  
**Request for Proposal for Concessionaire Services**  
**Old Spanish Trail Arena Recreational Complex**  
**Proposal Deadline: 5:00 PM on August 30, 2010**

**Questions regarding proposal or a tour of the facility should be directed to  
Jeff Foster, OSTA Manager at (435)259-6226.**

**1. PURPOSE**

Grand County intends to enter into a contract with a qualified vendor to provide a food and beverage concession at the Old Spanish Trail Arena Recreational Complex, also known as "OSTA".

**2. PROPOSAL REQUIREMENTS**

- A. Proposals shall be submitted in writing and contain information enumerated below. Contract award shall be for a term beginning effective upon the date of County Council approval and ending December 31, 2012 with the option to extend for an additional year based upon County staff assessment of contract fulfillment unless otherwise terminated.
- The cover sheet shall list the vendor with name and phone number of person who may be contacted to answer questions. Also, the cover sheet shall state the name of the person who prepared the proposal and how they can be reached.
  - References shall be provided of other customers who have received similar services by vendor. Please include name, business or agency affiliation, and phone number.
  - A written summary of the vendor's capabilities and professional competence in providing the service required.
  - A draft menu including food to be served and prices along with any statement regarding what, if anything, the vendor will do to increase services.
  - The proposed percentage of gross receipts payable to Grand County that the vendor shall forward as compensation for using the OSTA facilities. No proposal shall consider Grand County's portion less than 10 percent of the gross receipts.

- Permits and licenses to provide concessionaire services which include, but are not limited to, business licenses and food handler permits.

### 3. SPECIFICATIONS

- A. General. Grand County owns property known as The Old Spanish Trail Arena (OSTA). The County intends to enter into a contract with a qualified vendor to provide food and beverage concession services at this location during and after events.
- B. Specifications/Scope of Work. Please see the attached Concession Agreement in Exhibit A, which outlines the terms and conditions of concessionaire services. Grand County reserves the right to modify the Concession Agreement leading up to the County Council's awarding of the contract.

### 4. AWARD OF CONTRACT

- A. After proposal deadline, the County will use the following factors in selecting the vendor.
  - 1. Evaluation and rating of submitted information as required in the "Proposal Requirement" section of this document.
  - 2. Other factors deemed important by the selection committee and County Council.
  - 3. The proposal of the vendor shall start at a minimum of 10 percent of the gross receipts payable to Grand County. The highest proposal above the minimum shall have consideration as well as any written plan for increased service and revenues from concessions.
  - 4. References
- B. Grand County reserves the right to reject any or all bids and proposals, to waive informalities or irregularities in the proposals received, and to reject non-conforming, non-responsive, conditional qualified proposals, and to accept the bid/proposal which, in the County's judgment, best serves the s of Grand County and its citizens.

### 5. GENERAL CONDITIONS

- A. Proposals must be received by **5:00 PM, August 30, 2010**. It is the responsibility of the vendor to ensure that the Proposal arrives at the County Clerk /Auditor Office, located at 125 E. Center St., Moab, UT

84532 prior to the time and date indicated above, properly marked as follows.

Proposals shall be placed in a separate envelope clearly marked Bid/Proposal – “OSTA Vendor Services”.

- B. Proposals shall be firm for a period of 90 days from August 30, 2010.
- C. The vendor awarded this contract shall be required to comply with all Local, State and Federal requirements related to the contract.
- D. The submitted proposal will become a part of any contract issued for this project