

Request for Proposals

DATE ISSUED: June 14th, 2021

DESCRIPTION:

The Dodge City/Ford County Development Corporation is seeking proposals from experienced organizations or firms interested in owning, managing, operating and/or marketing the Spare Tyme Bowling Center at 11150 Kliesen St., Dodge City, Kansas. Alternate proposals, including those that involve public/private partnerships will be considered. Said property is listed for sale by owner and the Dodge City/Ford County Development Corporation is assisting the owner in soliciting interest to keep the property viable as an active bowling center. Information on the sales listing and financials are available upon request. Tours of the facility can be arranged by appointment.

DEADLINE AND REQUIREMENTS FOR SUBMITTING REQUESTS FOR QUALIFICATIONS :

Proposals must be received at the address shown below on or before Wednesday, July 14th, 2021, 5:00 p.m. (Central Time).

POINT OF CONTACT

Joann Knight
Dodge City/Ford County Development Corporation
Email: jknight@dodgedev.org
Phone: 620-227-9501

RFP DELIVERY ADDRESS:

Attention: Joann Knight
Dodge City/Ford County Development Corporation
101 E. Wyatt Earp Blvd
Dodge City, KS 67801

NUMBER OF COPIES REQUIRED:

Number of Copies:

Submit one (1) original and three (3) copies of the proposal in a sealed envelope or container.

1.0 Introduction:

The Dodge City/Ford County Development Corporation is issuing a Request for Proposals to identify management companies that have proven experience in providing ownership, comprehensive management and full operations of facilities in similar markets to Spare Tyme Bowling Center in Dodge City, KS. Alternate proposals, including public/private partnerships will also be considered.

Services shall include, but not be limited to, general management, scheduling, and promotion of events, marketing the venue, ticketing services and foodservice. Accordingly, the Development Corporation is inviting experienced companies with strong track records in the industry to respond to this RFQ.

2.0 Proposal Format:

1. Letter of Introduction: not to exceed one (1) page.
2. Qualifications: Provide a brief summary of qualifications to manage, promote and operate Spare Tyme Bowling Center.
3. References: Provide three (3) professional references.
4. Organizational Management: Explain the proposed structure of the management operation.
5. Financial Ability: Explain the financial soundness of the organization/firm to fund the proposal and provide a current financial statement.
6. Promotional Ability: Explain experience with marketing and promoting a similar facility or project.
7. Subsidy: Recommended annual subsidy, if any. If a subsidy is requested, an annual budget must be presented, and monthly financials will be required to be provided if the proposal is selected. The annual budget and monthly financials will be subject to audit.

3.0 Scoring Process:

Submission should be in written form. Interviews may be conducted to clarify and elaborate on written proposals.

1. Past experience and previous performance 10 Points

Provide a list of all proposed personnel, their years of experience, and where they received their relevant experience owning, operating or managing a similar facility, also include personnel operating and managing food and beverage concession stands years of experience and where they received their expertise.

2. Three letters of recommendation 15 Points

Provide a minimum of three (3) letters of recommendation from industry representatives regarding services of a similar nature. Letters must be signed. No emails.

3. Financial Responsibility 15 Points

Demonstrate your ability to provide the necessary capital, staff, and equipment for successful operations and the ability to meet all financial responsibilities.

List the equipment you will provide. Offer evidence of and describe your ability to secure and maintain all of the necessary equipment. Present proof of proposed equipment.

4. Financial Proposal 35 Points

Maximum Points Possible 75 Points

All information, documentation, and other materials submitted in response to this RFP will be considered non-confidential and/or non-proprietary and are subject to public disclosure after the solicitation process is completed. The Development Corporation reserves the right to reject all proposals.