

REQUEST FOR PROPOSALS
FOR
Rodeo & Sports Complex
Management and Operation of Concession Services
RFP No. 113017
FOR
CITY OF SOCORRO, NEW MEXICO



City of Socorro
111 School of Mines Rd.
Socorro, New Mexico 87801

ISSUE DATE: November 16, 2017

DUE DATE: November 30, 2017

Overview

Owned & operated by the City of Socorro, the City of Socorro Rodeo & Sports Complex is situated southwest of town, 1 Rodeo Drive, in The City of Socorro's Industrial Park. The Complex includes a state of the art covered Rodeo Arena with spectator seating for 1000 people, a 50 space RV Park, an outdoor practice arena, 98 Covered Horse Stalls, 4 regulation size soccer fields, ¾ mile walking path and a 5K cross country track; all within reasonable distance to 2 separate concession areas. The Sports Complex Concession Stand (Appendix A) has a full kitchen and the Sports Complex Ticket Booth (Appendix B) has a partial kitchen. Electrical connections are available for Mobile Concessions on the west side of the arena.

The City of Socorro is currently accepting proposals for the management and operation of concession services at the Rodeo & Sports Complex from January 1 through December 31, 2018. At the end of the agreement term, the City of Socorro reserves the right to extend the agreement with the selected proposer for up to three additional one-year terms upon mutual agreement of both parties.

The concession vendor will operate the concessions in the designated area of the Complex.

The location can be viewed by appointment: Jim Dewey Brown, 575-835-8927, Lloyd Martinez, 575-650-0545 or Mike Alderete, 575-418-5371.

Scope/Specifications

Minimum Request for Proposal:

- Vendor will be required to operate during scheduled events at the Complex from Jan. 1 through Dec. 31, 2018.
- 2 concession areas available.
- Vendor agrees to pay City of Socorro ___percent (%) of Gross Receipts from sales of food and non-alcoholic beverages, including the hawking of said items. All payments to the City with regard to food and non-alcoholic beverages will be based on cash register tape reconciliation.
- Payments to the City of Socorro will be made on the 2nd business day following each event.
- Vendor shall provide a Sponsorship to the City in the amount of \$500 each year of the agreement. In consideration of the sponsorship provided, the City shall provide a 3x8 arena banner that shall be displayed within the main arena for one year.
- Proposals must include (at minimum) the checklist items.

The most qualified responsive and responsible offer received will determine the vendor for the concession area. Once approved by City Council, a concession agreement will be forwarded for signature. The successful vendor shall provide all materials needed to operate their concession area or the option will pass to the vendor with the next most qualified responsive and responsible offer.

Company Name: _____ Phone #: _____

Email: _____ Offer Amount: _____(% of GR)

Vendor's Concessions Information Checklist 2017

1. Business License
2. Food Service Permit
3. Tax ID #
4. List of Items to be Sold (*NON-Alcoholic beverages only*)
5. Pricing of Items

Following successful selection of proposal

6. General Comprehensive & Standard Liability Insurance (with City of Socorro as an additional named insured)
7. Sponsorship Payment of \$500

Procurement

Proposals will be received until 3:00 p.m., November 30, 2017 at 111 School of Mines Road, Socorro, NM 87801.

The envelope shall be addressed to:

Leopoldo (Polo) Pineda, Jr.
Chief Procurement Officer
111 School of Mines Rd.
Socorro, New Mexico 87801

The following information shall be provided on the front lower left corner of the envelope: Project Title: Rodeo & Sports Complex Management and Operation of Concession Services, RFQ No. 113017. If the Proposal is sent by mail, the sealed envelope shall have the notation "SEALED PROPOSAL ENCLOSED" on the face thereof. The proposer shall assume full responsibility for the timely delivery of the Proposal.

Copies of the Request for Qualifications can be obtained from Leopoldo (Polo) Pineda, Jr. at 575-835-0240 or email ppineda@socorronm.gov.

Appendix A
Rodeo & Sports Complex Concession



Appendix B
Rodeo Complex Ticket Booth

