



**CITY OF BENTON HARBOR
REQUEST FOR PROPOSALS – SEASONAL CONCESSION SERVICES**

The City of Benton Harbor is soliciting proposals in order to identify individuals and/or businesses qualified to provide seasonal concessions at Jean Klock Park. This RFQ is designed for those interested in creating a contract relationship to lease the City-owned concession. The selected concessionaires will be required to operate according to the terms and conditions as outlined in the RFQ and the agreement signed by the selected concessionaire. The term of the contract shall be for one season beginning in May 15, 2017 through Labor Day 2017. Applications will be accepted throughout the year, with first consideration being April 28, 2017 at 4:00 PM EDT. If vacancies occur in existing locations, applications on file will be reviewed with the same consideration, process and requirements.

All proposals must be fully complete, signed and submitted on the forms provided. Any proposal may be withdrawn during the scheduled time for the opening of the proposals or authorized postponement thereof. Please submit five (5) copies of your proposal, by mail or hand delivery, on or before May 1, 2017, at 4:00 PM EDT to the following:

Kimberly Thompson, City Clerk
200 East Wall Street
Benton Harbor, Michigan 49022

Any questions regarding this bid or specification should be addressed to: Darwin Watson via e-mail at dwatson@cityofbentonharbormi.gov or by phone at 269-927-8457.

The request for bids, in its entirety, is available for review in the City Clerk's Office, located at 200 E. Wall Street, Benton Harbor, Michigan, 49022, Monday through Friday, from 8:30 a.m. to 5:00 p.m. and/or the website: www.bentonharborcity.com.

THE CITY OF BENTON HARBOR RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS, TO WAIVE ANY IRREGULARITIES IN THE PROPOSALS RECEIVED, TO AWARD ON AN 'EACH ITEM' BASIS (HOWEVER, A PROPOSER MAY INDICATE "ALL OR NONE"), AND TO ACCEPT THE PROPOSAL DEEMED MOST ADVANTAGEOUS TO THE BEST INTEREST OF THE CITY.