

CITY OF BENTON HARBOR
REQUEST FOR QUALIFICATIONS – 2018 SEASONAL CONCESSION SERVICES FOR JEAN KLOCK PARK

The City of Benton Harbor (“City”) is soliciting proposals in order to identify individuals and/or businesses qualified to provide seasonal concessions at Jean Klock Park for one season beginning May 15, 2018 through Labor Day (September 3, 2018). Applications will be accepted throughout the year, with first consideration being April 28, 2018 at 4:00 PM EDT. This Request for Qualifications (“RFQ”) is designed for those interested in creating a contractual 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 scope of work for this RFQ shall include, but is not limited to, the furnishing of the equipment, services, products offered and costs to the patrons as stated in these specifications.

The vendor(s) selection shall be based on the following:

1. Costs to patrons over the season
2. Equipment furnished by the vendor
3. Breadth of products and services offered
4. Availability of service on demand
5. Financial soundness
6. Professional background

All proposals must be fully complete and submitted on the forms provided. All proposals must be signed. Any proposal may be withdrawn during the scheduled time for the opening of the proposals or authorized postponement thereof.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 April 26, 2018, 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.

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.

Kimberly Thompson, City Clerk
April 2, 2018