

CITY OF RAPID CITY

DEPARTMENT OF PARKS AND RECREATION
125 WATERLOO STREET
RAPID CITY, SOUTH DAKOTA 57701

LF022708-18

Jerry W. Cole,
Director
(605) 394-5225


Lon VanDeusen,
Parks & Cemetery
Manager
(605) 394-4175

Doug Lowe,
Recreation Manager
(605) 394-4168

James (JJ) Walraven
Golf Superintendent
(605) 394-4199

Duncan Olney
Aquatics Manager
(605) 394-5223

To: Mayor Alan Hanks and City Council Members

From: Jerry Cole, Parks and Recreation Director 

Date: February 19, 2008

Subject: Request for Proposals for Hot Drink, Candy,
Amusements, Cold Drink & Cold Drink Concessions
Products for the Rapid City Swim Center and the
Roosevelt Ice Arena

The Recreation and Aquatic Divisions are requesting
authorization to advertise for bids for the below-listed items:

1. Hot Drink & Candy
2. Amusement
3. Cold Drink & Cold Drink Concession Products

**Please authorize staff to advertise for bids for Hot Drink
& Candy, Amusements, and Cold Drink & Cold Drink
Concession products for the Rapid City Swim Center
and the Roosevelt Ice Arena.**

If you have any questions, please call 394-4168.

REQUEST FOR PROPOSALS
ROOSEVELT PARK ICE ARENA AND RAPID CITY SWIM CENTER
AMUSEMENT VENDING

The City of Rapid City is requesting proposals for the following:

Amusement Vending at Roosevelt Park Ice Arena and Rapid City Swim Center.
Proposals are due to the Parks and Recreation Department, 125 Waterloo Street, Rapid City, South Dakota on or before 2:00 PM March 14, 2008.

I, _____, agree to pay the City of Rapid City _____ percent of the gross total combined sales of the above identified vending.

The term of this agreement shall be from April 30, 2008 to June 1, 2010.

These machines shall remain the property of the vendor and shall be maintained in good operating condition by the vendor for the duration of the Contract Agreement. The vendor shall promptly remove these machines upon termination of this contract.

The City may terminate this agreement at any time during the term of this agreement upon giving the vendor a thirty-day written notice of the City's intent to terminate.

Vendor's Signature

Vendor's Name (Please Print)

Vendor's Address

City/State/Zip Code

THE CITY OF RAPID CITY, SOUTH DAKOTA

ATTEST:

BY: _____
ALAN HANKS, MAYOR

Jim Preston, City Finance Officer

Date: _____

(SEAL)

REQUEST FOR PROPOSALS
ROOSEVELT PARK ICE ARENA AND RAPID CITY SWIM CENTER
HOT DRINK AND CANDY VENDING

The City of Rapid City is requesting proposals for the following:

Hot Drink Vending and Candy Vending at Roosevelt Park Ice Arena and Rapid City Swim Center.

Proposals are due to the Parks and Recreation Department, 125 Waterloo Street, Rapid City, South Dakota on or before 2:00 PM March 14, 2008.

I, _____, agree to pay the City of Rapid City _____ percent of the gross total combined sales of the above identified vending.

The term of this agreement shall be from April 30, 2008 to June 1, 2010.

These machines shall remain the property of the vendor and shall be maintained in good operating condition by the vendor for the duration of the Contract Agreement. The vendor shall promptly remove these machines upon termination of this contract.

The City may terminate this agreement at any time during the term of this agreement upon giving the vendor a thirty-day written notice of the City's intent to terminate.

Vendor's Signature

Vendor's Name (Please Print)

Vendor's Address

City/State/Zip Code

THE CITY OF RAPID CITY, SOUTH DAKOTA

ATTEST:

BY: _____
ALAN HANKS, MAYOR

Jim Preston, City Finance Officer

Date: _____

(SEAL)

VENDOR QUOTATION / CONTRACT

VENDOR: _____

ADDRESS: _____

CITY: _____ STATE: _____

PHONE NO: _____ FAX NO: _____

Vendor proposes and agrees to and with the City of Rapid City, South Dakota (City) to furnish CONCESSION PRODUCTS at the following price:

Item No.	Item	Quantity	Unit Price	Extended Price
1.	2.5 gallon soft drink mix	77 each	_____	_____
2.	Five gallon soft drink mix	98 each	_____	_____
3.	CO2 – 20 pound canisters	22 each	_____	_____
4.	16 oz. Paper cups (1000/case)	14 cases	_____	_____
5.	22 oz. Paper cups (1000/case)	20 cases	_____	_____
6.	Plastic paper cup lids (2000/case)	16 cases	_____	_____
7.	Plastic straws (6000/case)	1 case	_____	_____
8.	20 oz. Sports drink	300 cases	_____	_____
9.	20 oz. Bottled water	100 cases	_____	_____
TOTAL ESTIMATED PRICE				_____

The above quantities are estimates only. The Vendor will be paid at the unit price identified for each item based on the quantities ordered by the city and delivered by the Vendor. It is agreed that the City may place orders under this contract beginning April 30, 2008 and ending on or about three (3) years from the beginning contract date.

The Vendor shall provide, at no additional charge, one eight-dispenser soft drink machine at Parkview Pool, one eight-dispenser soft drink machine at Jimmy Hilton Municipal Pool, one eight-dispenser soft drink machine at the Roosevelt Park Ice Arena, one eight-dispenser soft drink machine at the Rapid City Swim Center and (2) two-door 36 inch wide commercial grade 110V refrigerator at the Jimmy Hilton Municipal Pool, Roosevelt Park Ice Arena, and three at the Rapid City Swim Center. These machines shall

remain the property of the Vendor and shall be maintained in good operating condition by the Vendor for the duration of the Contract Agreement, including setup, disconnection and winterization. The Vendor shall promptly remove these machines upon completion or termination of this Contract. The soft drink machines will be used strictly for products provided under this Contract. The refrigerators will be used for sport drink products provided under this contract plus other concession products determined by the City.

Proposals are due to the Parks and Recreation Department, 125 Waterloo Street, Rapid City, South Dakota on or before 2:00 PM March 14, 2008.

Option:

The Vendor shall provide two product vending machines at the Roosevelt Ice Arena Location. Please provide the revenue sharing percentages guaranteed with this machine.

_____ % City

_____ % Vendor

The City may terminate this Contract due to poor performance by the Vendor, including but not limited to delivery or quality of product, delivery or quality of machinery and maintenance of machinery.

By:

AUTHORIZED SIGNATURE

PRINT NAME & TITLE

ADDRESS

DATE

THE CITY OF RAPID CITY,
SOUTH DAKOTA

ATTEST:

BY _____
ALAN HANKS, MAYOR

Jim Preston, City Finance Officer

Date _____

(SEAL)

PUBLISH: March 1, 2008
 March 8, 2008

**REQUEST FOR PROPOSALS
FOR THE FOLLOWING ITEMS
FOR THE
CITY OF RAPID CITY**

Notice is hereby given that the City of Rapid City, Department of Parks and Recreation is accepting proposals for the below listed items until 2:00 P.M., March 14, 2008, at the Rapid City Parks and Recreation Department, 125 Waterloo Street, Rapid City, South Dakota, 57701. At that time, the proposals will be publicly opened and read. All proposals shall be made on the forms furnished by the City. Questions should be directed to Doug Lowe, Recreation Division Manager at (605) 394-6161.

Proposal forms may be obtained at the Rapid City Finance Office, 300 Sixth Street, or the Department of Parks and Recreation Office, 125 Waterloo Street, Rapid City, South Dakota. They are also available online.

http://www.rcgov.org/parks_recreation/Bids_Proposals.htm

1. Hot Drink and Candy Vending at the Roosevelt Park Ice Arena & Rapid City Swim Center
2. Amusement Vending at the Roosevelt Park Ice Arena & Rapid City Swim Center
3. Cold Drink Vending and Concession Products at Rapid City Recreation Facilities

James F. Preston, Finance Officer
Rapid City, South Dakota