



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-5035

Finance Office Department

300 Sixth Street

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CORRECTED & REVISED: 01/06/09

REQUEST FOR PROPOSALS

The City of Rapid City is requesting proposals for the Annual City Auction. The auction is to be scheduled for the second Saturday in June for the next three years. Police Department Evidence items will be auctioned from the fenced yard at 636 Steele Street. Remaining items will be auctioned from the yard of the City Street Department at 605 Steele Street (directly across the street). If you are interested in conducting this auction, please submit a commission proposal to the City Finance Office by 4:00 P.M. on Friday, January 30, 2009.

Please include in your submittal the time you would like to begin the auction. The proposals must include, but not be limited to, commission percentages, advertising and/or marketing plan and current references. Auctioneer will be responsible for running the auction, providing clerks, item identification tags, change fund, advertising, portable restrooms, coordinating with City staff and any other services necessary to conduct the surplus auction.

If you have any questions, please contact Gena Miller at the City Finance Office, 394-4143.



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