



Deschutes County
Fair & Expo Center

REQUEST FOR PROPOSAL

For

Alcoholic Beverage Sales Management Services

Proposals must be received no later than 4:00 P.M. PST
NOVEMBER 18, 2022

Deschutes County Fair & Expo
3800 SE Airport Way
Redmond OR 97756
(541) 548-2711

An Equal Opportunity Employer

Deschutes County Fair & Expo

Deschutes County encompasses 3,055 square miles located in the central portion of Oregon. In the last several years, Deschutes County has been the fastest growing county in the state. As the population in the county has grown, the Deschutes County government has grown as well. Currently, there are more than 900 people employed by the county operating in facilities throughout the county.

Deschutes County is governed by the Board of County Commissioners (BOCC). The BOCC consists of three elected, at-large commissioners responsible for establishing policies and setting priorities for the county. The County Administrator oversees the daily functions and activities of many of the various county departments.

Pursuant to ORS 565 Deschutes County Fair & Expo (DCFE) is overseen by a seven (7) member Board of Directors (BoD) appointed by the BOCC. The BOCC, the County and the BoD hires a Director, Fair & Expo to oversee the day to day management of its 340 acre property located in Redmond, OR. This 340 acre campus is one of the largest facilities of its type, and was master planned, and cohesively built to open in July of 1999. Currently hosting over 400 events each calendar year, and servicing more than 1 million annual visitors, DCFE is one of the busiest destinations in Oregon.

DCFE is operated as an Enterprise fund, by Deschutes County, with the bulk of its annual expenditures being earned by fees on services provided. Currently DCFE operates multiple lines of business, including annual event rentals, Fair & Rodeo, Food & Beverage, and the Expo R.V. Park. The Fair & Rodeo held in July/August of each year, is the largest County Fair in the State of Oregon, and the largest annual event east of the Cascades. Other premier annual events include: Overland Expo, High Desert Stampede, Columbia River Circuit Finals Rodeo, USA BMX NorthWest Nationals, and many more.

Recently, DCFE has explored revised ways of operating portions of its Food & Beverage service due to retirements in the management of the Food & Beverage department. Currently, DCFE is looking for a provider of Alcoholic Beverage Sales Management services to oversee the annual and Fair time operations of its OLCC licensed Alcohol Beverage service program.

Deschutes County is an Equal Opportunity Employer and reserves the right to negotiate with any and all individuals or firms that submit proposals as per the requirements of the Request for Proposal (RFP). Minority Business Enterprises, Small Business Enterprises, Women Business Enterprises, and labor surplus area firms are encouraged to submit proposals.

For more information, please visit www.expo.deschutes.org

DESCHUTES COUNTY FAIR & EXPO

REQUEST FOR PROPOSAL FOR

Alcoholic Beverage Sales Management Services November 4, 2022

Deschutes County, a political subdivision of the State of Oregon, acting by and through the Fair & Expo, is releasing this competitive solicitation to secure one (1) contractor for year-round Alcoholic Beverage Sales Management Services.

At a minimum, services provided at the sole expense of the provider shall include:

- Onsite Management and/or oversight of all Alcohol Beverage Points of Sale for each and every event held on the property of DCFE; as mutually agreed.
- Maintenance and repair of any/all equipment required for the sale of alcohol beverages; including but not limited to: ice chest, freezers, coolers, draught units, Point of sale systems, bar and beverage stands, golf carts, etc.
- Furnishings, signage and permits
- Installation, and maintenance of temporary sales locations (bars or beverage stands)
 - Tents, Trailers, or other items as mutually agreed
- Labor required for the set-up, maintenance, and sale of alcohol or other food or beverage products
- Customer service of a welcoming and friendly manner in the form of providing directions, answering questions, or other information to employees, customers, visitors and vendors.
- Attend staff meetings as requested.
- A working site supervisor, as needed for events

Selected proponent shall meet the minimum standards for licensure by the Oregon Liquor Control Commission

NOTE: All proposals submitted in response to this RFP shall become the property of Deschutes County and may be utilized in any manner and for any purpose by Deschutes County. ***Be advised that proposals and all documents submitted in response to this RFP are subject to public disclosure as required by applicable state and/or federal laws.*** If you intend to submit any information with your proposal which you believe is confidential, proprietary or otherwise protected from public disclosure (trade secret, etc.), you must separately bind and clearly identify all such material. The cover page of the separate binding must be red, and the header or footer for each page must provide as follows: "Not Subject to Public Disclosure." Where authorized by law, and at its sole discretion, Deschutes County will endeavor to resist disclosure of properly identified portions of the proposals.

Candidate shall submit one (1) original and six (6) copies of the proposal in a sealed envelope that is clearly marked with the name and address of the proposing candidate or agency, titled "Alcoholic Beverage Sales Management Services", and addressed to:

Geoff R. Hinds
Deschutes County Fair & Expo
3800 SE Airport Way
Redmond OR 97756

Proposals must be received no later than Friday, November 18, 2022, by 4:00 p.m., to be eligible for consideration. Submission and receipt of proposals by electronic means is not permitted. All costs associated with preparing and submitting a proposal is solely the responsibility of the proposer. This solicitation does not obligate Deschutes County to select any single proposer and Deschutes County reserves the right to cancel the procurement, reject any and all proposals, to retain all proposal materials in accordance with ORS 279B.100, and to use any material included in the proposal regardless of whether it is selected.

Questions concerning the proposal and/or the proposal process may be directed to Geoff Hinds via email to Geoff.hinds@deschutes.org.

1. INTRODUCTION

The purpose of this Request for Proposal (RFP) is to execute a contract with one (1) agency who qualifies to provide

Alcoholic Beverage Sales Management Services. Proponents shall meet all applicable requirements set forth now, or in the future, for the sale of alcohol beverages as designated by the Oregon Liquor Control Commission. Contingent upon approval by the Deschutes County Board of Commissioners and/or the designated procurement official, DCFE intends to award a contract to at least one (1) Proponent(s) whose proposal is determined to be the most responsive to the requirements of this RFP. The term of the resulting contract(s) is estimated to begin on or about **January 1, 2023**, DCFE retains sole discretion to renew for additional terms, without a competitive bid process, subject to contractor performance and continued funding.

Proponent will be expected to furnish fee schedule and estimated compensation range along with current insurance certificates as outlined in Attachment 2 of this RFP and provide a copy of applicable certifications. In some circumstances, an insurance waiver may apply, subject to DCFE approval.

2. DEFINITIONS

- a. Alcoholic Beverage Sales Management Services_– An individual who performs, as the individual’s primary responsibility, management and operation of a first class program for the sale of alcohol beverages at events.

3. SCOPE OF SERVICES

Successful Proponent shall provide professional Alcohol Beverage Sales Management Services at Deschutes County Fair & Expo. The following requirements and scope of services shall be incorporated into the contract. Proposal responses will be considered acceptance of these requirements unless expressly stated otherwise. Proponents must be capable of meeting or exceed the following service level specifications:

- Provide Alcoholic Beverage Sales Management Services on an annual basis for all events as determined by DCFE management..
- Provide a supervisor or supervisors to oversee all alcohol beverage sales operations on the grounds of DCFE. This supervisor will serve as liaison between contractor and DCFE with respect to any and all issues, concerns, and relevant information including communicating Fair & Expo’s policies and procedures to other staff and enforcing those policies and procedures with respect to its team.
- Provide scheduling, and oversight of labor required for alcohol beverage sales at the number of locations as determined by DCFE management, in consultation with contractor.
- Responsible for all hiring and training of OLCC licensed service staff, and support staff as necessary for the operation of alcohol beverage sales at any/all events as required.
- Collection of all fees and revenues from the sale of products, for deposit into the accounts of DCFE; as mutually agreed between both parties.
- Planning and ordering of product/products as required for the successful sale of alcohol beverages at events held at the DCFE property.
- Deschutes County will reserve the right, at its sole discretion, to require the contractor to remove any staff member for any lawful reason and request a suitable replacement from the contractor.
- Contractor is responsible for maintaining a system of tracking sales that can easily be audited at any time. Contractor shall provide the Deschutes County Fair & Expo, statements showing gross sales and reports including the number of units of each item sold at each designated location and for what cost within 24 hours of the conclusion of any event

4. PERIOD OF SERVICE

A contract is expected to be awarded for the period of January 1, 2023 through December 31 2025, with the possibility of two (2) additional years upon mutual agreement between both parties from January 1, 2026 – December 31, 2027. The contract may be renewed for additional years. Should a new contract be awarded for subsequent years, DCFE reserves the right to award a new contract with the selected contractor for this service without the need for further competitive procurement, subject to approval by Deschutes County Board of Commissioners and/or the designated procurement official, DCFE, and satisfactory performance by the contractor.

5. PAYMENT PROVISIONS AND RATES

It is expected that the selected Proponent will submit a fee schedule for all services that may be contracted by DCFE along with a brief statement of policy in the event of late cancel or no-show appointments due to fault of contractor or client. Consideration shall be given to the Proponent who provides the best value to Deschutes County.

6. INSTRUCTIONS AND CONDITIONS

Proposals must be signed by the Proponent or an authorized representative. Proponents shall include a copy of a Board Resolution authorizing a representative of its organization to sign the proposal and/or subsequent contract. This RFP does not commit DCFE to award a contract or to pay any associated cost. The proposal preparation cost is solely the responsibility of the Proponent.

Proposals are not to be marked as confidential or proprietary. Proposals submitted in response to an RFP are subject to public disclosure as permitted by Oregon State regulations. Additionally, all proposals shall become the property of DCFE. DCFE reserves the right to make use of any information or ideas in the proposals submitted.

REGARDLESS OF IDENTIFICATION OTHERWISE, INCLUDING MARKING SOME OR ALL OF THE PAGES AS “CONFIDENTIAL” OR “PROPRIETARY”, INFORMATION IN PROPOSALS SHALL BECOME PART OF THE PUBLIC RECORD AND SUBJECT TO DISCLOSURE WITHOUT FURTHER NOTICE TO THE PROPONENT. Proposals should not include personal identifier information in resumes or other documents such as social security numbers, dates of birth, criminal clearance documents, etc. DCFE shall not in any way be liable or responsible for the disclosure of any such records.

Any proposal may be rejected if it is conditional, incomplete, or deviates from specifications in this RFP. By submitting a proposal, the Proponent agrees to meet all the requirements set forth in the RFP, unless specific exceptions are noted in Attachment 1 (Agency Summary). DCFE reserves the right to accept any part of the proposal and not be obligated in any way to accept those parts that do not meet with the approval of DCFE. DCFE reserves the right to waive, at its discretion, any procedural irregularity, immaterial defect or other impropriety not warranting rejection of the proposal. Any waiver will not excuse a Proponent from full compliance if awarded a contract. Reasons for rejecting any proposal will be supplied to the Proponent. **DCFE, in its sole discretion, reserves the right to modify or cancel this RFP in whole or in part. If modification or cancellation is determined to be in DCFE’s best interest, all Proponents will be notified in writing of the specific reasons for such modification or cancellation.**

DCFE reserves the right to seek additional proposals beyond the final submission date, if, in DCFE’s sole discretion, the proposals received do not meet with the approval of DCFE.

Proposals must be valid for a minimum of one hundred twenty (120) days from the due date of this RFP.

7. TENTATIVE SCHEDULE OF EVENTS

Proponents must follow the instructions and conditions detailed in this RFP. Proposals that do not conform may be excluded from further review.

- | | |
|---|------------------------|
| • Request for Proposal is released. | November 4, 2022 |
| • Proposals are due. | November 18, 2022 |
| • Proposals are evaluated. | November 21, 2022 |
| • Discussions are conducted with top ranking candidates, if needed. | November 22 – 24, 2022 |
| • Contract for services is negotiated and signed. | December 12 – 16, 2022 |
| • Contracted services commence. | January 1, 2023 |

DCFE anticipates that it will announce the results of this RFP process November 28, 2022. DCFE and the selected Proponent(s) will then negotiate terms and sign a legally-binding contract by December 31, 2022. Proposals must be submitted as described above no later than 4:00 p.m. on **November 18, 2022** (“Due Date”). Proposals received after that time will be considered late and will be returned unopened.

Proposals will be opened in a manner that avoids disclosure of contents to competing proposers. Immediately following the receipt date, a list of the submitting proposers will be available by request. A register of all proposals received will be prepared and available for public inspection after a contract is awarded.

8. WITHDRAWAL OF PROPOSALS

Proposals may be withdrawn by written or faxed request received from the Proponent(s) prior to the Due Date. Negligence on the part of the Proponent in preparing the proposal confers no right for the withdrawal of the proposal after

it has been opened. The proposal will be irrevocable until such time as DCFE specifically cancels the procurement, rejects the proposal, or awards a contract(s).

9. ACCEPTANCE OR REJECTION PROPOSALS

In awarding a contract(s), DCFE will accept and consider the proposal or proposals which, in the estimation of DCFE, will best serve the interests of Deschutes County and Central Oregon. DCFE reserves the right to award a contract to the Proponent(s) whose proposal is most advantageous to Deschutes County based upon the evaluation process and evaluation criteria contained within this RFP. DCFE reserves the right to accept or reject any or all proposals. Any proposal which DCFE judges to be incomplete or nonconforming may be rejected. Any evidence of collusion between proposers may constitute a cause for rejection of any proposals so affected.

10. SELECTION PROCESS

The Selected Proponent(s) must be able to demonstrate:

1. Successful experience in implementing services similar to those requested in this RFP;
2. Ability to provide a full spectrum of services as outlined
3. Customer service tools;
4. Capacities/capabilities;
6. Licensing;
7. Employee training;
8. References;

All proposals will initially be screened by DCFE staff. All proposals submitted by the RFP due date will be subject to a standard review process. An initial review of each proposal will be conducted by DCFE staff to determine if it is complete, in the required format, and in compliance with all requirements of this RFP. Failure to meet all of these requirements may result in a rejected proposal.

Each proposal that passes the initial review will be evaluated and scored by a review panel. The process may include a panel interview with the applicant agency. The review panel will evaluate and score each proposal on the basis of a 100-point scale, using the assigned weights listed below.

Evaluation Criteria	Point Value
How thoroughly the proposal demonstrates an understanding of the work to be performed.	10
Technical experience.	35
Demonstrated ability to provide similar services	35
Creativity and innovation.	5
Fee Schedule	15
Total	100 Points

Narrative responses to each section of the application, any required attachments and the completed budget forms will be reviewed to determine compliance with the requested information and the feasibility and reasonableness of proposed program design, cost, and expected outcomes. Each evaluation criterion is described in full in Section 13 Submission Package.

11. PROTEST OF AWARD

After DCFE approves and selects the Proponent(s), DCFE will notify each Proponent of who DCFE intends to award a contract. If no written protest is filed by 4:00 p.m. on the seventh (7) day following announcement of the decision, the award(s) will be deemed final. DCFE will not entertain protests submitted after this time period. The written protest must specify the grounds and legal authority upon which the protest is based. If a timely protest is filed, the decision of DCFE will be considered final only upon issuance of a written notice deciding the merit of the protest. The award and any written decision regarding the protest will be sent to each proposer.

Protests should be submitted to:

Geoff R. Hinds, Director
Deschutes County Fair & Expo
3800 Airport Way
Redmond OR 97756

The protest shall state the reason for the protest, citing the law, rule, regulation, or practice on which the protest is based. A written response will be sent to the protester within ten (10) working days after receipt of the written protest.

12. AWARD AND COMMENCEMENT OF WORK

Recommendation for award is contingent upon successful negotiation of the contract and resolution by DCFE of any protests. The successful Proponent shall be required to sign the negotiated contract, which will be in the form and content approved by DCFE.

The final authority to award a contract(s) rests solely with DCFE. The successful Proponent(s) shall not be allowed to begin work under any negotiated contract until such time as the contract has been approved and executed by DCFE. The successful Proponent(s) must agree to all terms, insurance coverage provisions, and conditions of the contract with Deschutes County.

If only one proposal is received and it is deemed that such proposal meets requirements for funding, Deschutes County reserves the option to award such entity a contract on a sole-source basis. In the event no proposals are received, or proposals received do not meet requirements for funding under this RFP or designate another qualified entity to operate the program on a sole-source basis.

If revisions or additional information to this RFP become necessary, DCFE will post the addenda or supplements on the Deschutes County website.

As referenced in **Attachment 2** of this RFP, the selected Proponent will need to submit evidence of the insurance requirements prior to execution of the contract:

Misrepresentation during the procurement or contracting process in order to secure the contract will disqualify a bidder or contractor from further consideration in the procurement or contracting process. Failure to comply with contract requirements once a contract has been awarded will constitute a material breach of the contract and may result in the suspension or termination of the affected contract and debarment from future Deschutes County contracting opportunities for a period not to exceed three (3) years. Other penalties may also apply.

As applicable, the selected Proponent shall also submit to DCFE prior to contract award the following documents:

- Articles of Incorporation or business license;
- Applicable Certifications and/or licenses;

13. SUBMISSION PACKAGE

Applications submitted in response to this RFP must include the items and be in the order as listed below. All of the items combined comprise your completed Application pursuant to this RFP.

1. Signed Proposal Response Form-**Attachment 1**
2. Signed Acknowledgement of Insurance Requirements – **Attachment 2**
3. Executive Summary: Please complete as directed. **Attachment 3**
4. Narrative Section: Prepare a written response to the narrative section that fully addresses each of the evaluation criteria listed. The narrative must be typed in 12 point font, one inch margins, 8½" x 11", paginated, on white paper. Narrative section is limited to twelve (12) pages. **Attachment 4**

It is the responsibility of the Proponent to ensure the proposal is submitted by the time and date and to the location as specified. Postmarks will not be accepted in lieu of this requirement. Therefore, use of the U.S. Mail is at the bidder's own risk. Proposals submitted to any other office will not be accepted.

Deschutes County Fair & Expo

**REQUEST FOR PROPOSAL
FOR**

Alcoholic Beverage Sales Management Services

Proposal Response Form

Submit by e-mail to: Geoff.hinds@deschutes.org

A signature on this form acknowledges that the proposer is hereby submitting a proposal in response to Deschutes County's Request for Proposal for Private Security Services.

Authorized Signature: _____

Contact Name: _____

Title: _____

Phone: _____ Email: _____

Company Name: _____

Company Address: _____

Attachment 2 - ACKNOWLEDGEMENT OF INSURANCE REQUIREMENTS

Insurance limits provided below are specifically for Alcoholic Beverage Sales Management Services. If other services are negotiated, insurance requirements may change. Contractor shall at all times maintain in force at Contractor's expense, each insurance noted below. Insurance coverage must apply on a primary or non-contributory basis. All insurance policies, except Professional Liability, shall be written on an occurrence basis and be in effect for the term of the contract. Policies written on a "claims made" basis must be approved and authorized by Deschutes County.

Workers Compensation insurance must be in compliance with ORS 656.017, which requires all employers that employ subject workers, as defined in ORS 656.027, to provide workers' compensation coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Worker's Compensation Insurance to cover claims made under Worker's Compensation, disability benefit or any other employee benefit laws, including statutory limits in any state of operation with coverage B Employer's Liability coverage all at the statutory limits. In the absence of statutory limits the limits of said Employers liability coverage shall not be less than \$1,000,000 each accident, disease and each employee. This insurance must be endorsed with a waiver of subrogation endorsement, waiving the insured's right of subrogation against County.

Commercial General Liability insurance with a combined single limit of not less than:

- | | |
|---|---|
| <u>Per Single Claimant and Incident</u> | <u>All Claimants Arising from Single Incident</u> |
| <input checked="" type="checkbox"/> \$1,000,000 | <input type="checkbox"/> \$2,000,000 |
| <input type="checkbox"/> \$2,000,000 | <input checked="" type="checkbox"/> \$3,000,000 |
| <input type="checkbox"/> \$3,000,000 | <input type="checkbox"/> \$5,000,000 |

Commercial General Liability insurance includes coverage for personal injury, bodily injury, advertising injury, property damage, premises, operations, products, completed operations and contractual liability. The insurance coverage provided for herein must be endorsed as primary and non-contributory to any insurance of County, its officers, employees or agents. Each such policy obtained by Contractor shall provide that the insurer shall defend any suit against the named insured and the additional insureds, their officers, agents, or employees, even if such suit is frivolous or fraudulent. Such insurance shall provide County with the right, but not the obligation, to engage its own attorney for the purpose of defending any legal action against County, its officers, agents, or employees, and that Contractor shall indemnify County for costs and expenses, including reasonable attorneys' fees, incurred or arising out of the defense of such action.

- Required by County Not required by County (One box must be checked)

Automobile Liability insurance with a combined single limit of not less than:

- Per Occurrence
- \$500,000
 - \$1,000,000
 - \$2,000,000

Automobile Liability insurance coverage for bodily injury and property damage resulting from operation of a motor vehicle. Commercial Automobile Liability Insurance shall provide coverage for any motor vehicle (symbol 1 on some insurance certificates) driven by or on behalf of Contractor during the course of providing services under this Contract. Commercial Automobile Liability is required for contractors that own business vehicles registered to the business. Examples include: plumbers, electricians or construction contractors. An Example of an acceptable personal automobile policy is a contractor who is a sole proprietor that does not own vehicles registered to the business.

- Required by County Not required by County (one box must be checked)

Additional Insured. The Commercial General Liability insurance and Automobile Liability insurance must include the Deschutes County, the State of Oregon, their officers, employees, volunteers and agents as Additional insureds but only with respect to Contractor's activities to be performed under this Contract. Coverage must be primary and non-contributory

with any other insurance and self-insurance. The additional insured endorsement shall not include declarations that reduce any per occurrence or aggregate insurance limit.

Notice of Cancellation or Change. Contractor or Contractor’s insurer must provide written notice to County at least thirty (30) calendar days before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

Certificate of Insurance Required. Contractor shall furnish a current Certificate of Insurance to the County with the signed Contract. The certificate(s) or an attached endorsement must specify: i) all entities and Individuals who are endorsed on the policy as Additional Insured; and ii) for insurance on a “claims made” basis, the extended reporting period applicable to “tail” or continuous “claims made” coverage.

Tail Coverage. If any of the required insurance policies is on a “claims made” basis, such as professional liability insurance, Contractor shall maintain either “tail” coverage or continuous “claims made” liability coverage, provided the effective date of the continuous “claims made” coverage is on or before the effective date of this Contract, for a minimum of twenty-four (24) months following the later of : (i) Contractor’s completion and County ’s acceptance of all Services required under this Contract or, (ii) the expiration of all warranty periods provided under this Contract. Notwithstanding the foregoing twenty-four (24) month requirement, if Contractor elects to maintain “tail” coverage and if the maximum time period “tail” coverage reasonably available in the marketplace is less than the twenty-four (24) month period described above, then Contractor may request and OHA may grant approval of the maximum “tail” coverage period reasonably available in the marketplace. If OHA approval is granted, the Contractor shall maintain “tail” coverage for the maximum time period that “tail” coverage is reasonably available in the marketplace.

Signature: _____

Date: _____

Printed Name and Title: _____

Attachment 3 – EXECUTIVE SUMMARY (if consortium, please fill one out for each business entity).

1. Proposer's Legal Name

Firm Name	
Address	
Telephone	

2. Briefly summarize your program design:

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3. Chief Executive Contact

Name of Chief Executive	
Title	
Telephone	
E-mail Address	

4. Primary Application Contact

Name of Primary Contact	
Title	
Telephone	
E-mail Address	

5. Legal Status Information

Federal Employer Tax Identification or Social Security Number	
Oregon Tax I.D. Number	

An unsigned proposal will be rejected

I certify that the information provided in this proposal is true and correct to the best of my knowledge and that I have been duly authorized by applicants governing body or other authority to file this proposal. This proposal is submitted as firm and fixed offer valid for one hundred twenty (120) days of the submission date.

Signature: _____

Date: _____

Printed Name and Title: _____

Attachment 4 – NARRATIVE

Please provide a written response to each section. Your application proposal will be reviewed and scored according to the following evaluation criteria. All proposals will be reviewed for demonstrated capacity to provide the services/activities sought through this solicitation.

1. Letter of Introduction (10 Points)

Letter of introduction including a brief description of qualifications, experience and skills to provide private security services as described in this RFP. Include names and resumes of all staff that may be providing services.

2. Proposed Scope of Work/Description of Services (Outcomes) (35 Points)

Describe your approach to providing Alcoholic Beverage Sales Management Services including the experience of organization and, ability to meet all requested specifications and provisions of other value added services (if applicable).

4. Experience/Capabilities/Creativity (40 Points)

Please provide a list of prior experience that meets the below requirements. Provide contact info for a primary contact at each of the events referenced. A list of at least 5 references from clients/events for whom similar work has been performed within the last twenty-four (24) months. The reference list should include firm/client name, address, telephone number and contact person(s).

- Experience at State Fairs or similar type events (Submit 3 event names or companies for proof of experience including proof of gross sales exceeding \$500,000 per event).
- Experience handling events exceeding \$100,000 in daily sales and/or more than 50,000 unique daily visitors.
- Development of new or unique sales strategies or channels you have developed, and the success they have shown.

5. Fee Schedule (15 Points)

Describe the Fee or Fee's your company would charge to provide Alcohol Beverage Management Services for Deschutes County Fair & Expo. This could be identified as a cost per hour, or as a percentage of sales. Be sure to include what services will be included for each price, or prices provided.

Total Points 100