



Real Entertainment. Real Events. Real Exciting!

April 26, 2021
Date

NOTICE TO PROPOSERS

We are requesting proposals for the following:

EXPO CENTER NAMING RIGHTS

Attached are the specifications.

Proposers shall state whether the service(s) proposed strictly meet these specifications and if not, they shall list each variation there from.

Sealed proposals shall be delivered to the office of the Tulsa County Public Facilities Authority, Southwest Corner of the River Spirit Expo, 4145 East 21st Street, Tulsa, Oklahoma 74114 until 11:00 a.m. on May 19, 2021. Proposals shall be submitted in an envelope clearly labeled "Expo Center Naming RFP".

Proposals will be opened by the TCPFA in the Expo Square Administrative Office, 4145 East 21st Street, Tulsa, Oklahoma, 74114 at 1:00 p.m. on May 19, 2021.

"Affidavit for Filing with Competitive Bid" form must be signed, notarized, and returned with proposal or proposal will not be accepted.

The Tulsa County Public Facilities Authority reserves the right to reject any and all proposals and waive informalities or minor irregularities in any proposal.

Respectfully yours,

A handwritten signature in black ink that reads "Jessica Booth". The signature is fluid and cursive, with the first name "Jessica" and last name "Booth" clearly distinguishable.

Jessica Booth
Purchasing Agent



Real Entertainment. Real Events. Real Exciting!

Request for Proposal

Tulsa County Public Facilities Authority
Expo Center Naming Rights

RFP Circulation Date:

April 26, 2021

Proposal Submission Deadline:

Wednesday, May 19, 2021, by 11am, CST



Real Entertainment. Real Events. Real Exciting!

SUMMARY

Tulsa County Public Facilities Authority (“TCPFA”) dba Expo Square is seeking proposals from qualified firms / organizations to partner with Naming Rights of the Expo Center.

PROPOSAL GUIDELINES AND SUBMISSION DEADLINE

The purpose of this RFP is to provide the candidates with the evaluation criteria against which they will be judged. This is an open and competitive process.

Final proposals submitted are to be received by TCPFA no later than 11am, on May 19, 2021. The package shall be marked clearly as “Expo Center Naming Rights RFP,” including an original signed proposal and four (4) additional copies. Proposals received after the time and date specified will be returned to the sender unopened. TCPFA reserves the right to accept or reject any or all proposals submitted.

Provisions of this RFP and the contents of the successful responses are considered available for inclusion in final contractual obligations.

CONTRACT TERMS

TCPFA will negotiate contract terms upon selection; all contracts are subject to review by legal counsel.

- A. TCPFA reserves the right to reject any and all RFP responses, and to waive minor irregularities in any response.
- B. TCPFA reserves the right to request clarification of information submitted and to request additional information from any firm / organization.
- C. TCPFA reserves the right to award any contract to the next most qualified firm / organization, if the successful firm / organization does not execute a contract within sixty (60) days after the selection of the firm / organization.
- D. Any response may be withdrawn up until the date and time set above for opening of the RFP responses. Any response not so timely withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days.
- E. TCPFA shall not be responsible for any costs incurred by the firm / organization in preparing, submitting or presenting its response to the RFP.



Real Entertainment. Real Events. Real Exciting!

NAMING RIGHTS SCOPE

Please provide a Naming Rights proposals to accomplish the scope outlined below.

Description	Revenue to TCPFA Estimate
Minimum Revenue to TCPFA	\$150,000 per year or best offer
Minimum length of Agreement	3 years or best offer
Interior and Exterior Signage Opportunities	Examples Provided with this document; cost, location(s) and materials negotiated with Agreement.
Facility Usage:	Up to 3 days per year; dates based upon availability.
Additional Benefits Negotiated:	Event Tickets Tulsa State Fair Tickets / Corporate Event Additional Marketing Features / Cross Promotional Campaigns
Additional Information	Any additional sponsor / partnership request to consider should be included in RFP.

TIMELINE

The below timeline is approximate and may change at any time according to the needs of the TCPFA.

- Questions & Intent to Submit Deadline: Wednesday, May 12, by noon CST; via email only.
- Responses to questions distributed: Friday, May 14, 2021
- Proposals due: Wednesday, May 19, 2021, by 11am, CST
- Interviews, if deemed necessary: Week of May 24, 2021
- Notification to proposal candidates: Estimating no later than June 30, 2021



Real Entertainment. Real Events. Real Exciting!

Proposals will be evaluated as quickly as possible. During this time, we may require interviews or presentations with our evaluation team. You will be notified if this is requested.

EXPECTATIONS

TCPFA reserves the right to decide, on a case-by-case basis, whether to reject a proposal as non-responsive.

Respondents are cautioned that any oral statements made that materially change any portion of this solicitation are not valid unless subsequently ratified by a formal written amendment to this RFP.

Applicable laws shall apply. The contract awarded shall be governed in all respect by the laws of the State of Oklahoma and any litigation with respect thereto shall be brought in the courts of the State of Oklahoma. The company awarded the contract shall comply with applicable federal, state, and local laws and regulations.

Nonconforming terms and conditions. Any proposal that includes terms and conditions that do not conform to the terms and conditions in this RFP are subject to rejection as non-responsive. TCPFA reserves the right to permit the respondent to withdraw non-conforming terms and conditions from its proposal prior to awarding the contract.

ORGANIZATION PROFILE AND QUALIFICATIONS

- A. Provide firm / organization profile, including number of years in business and in Tulsa community if applicable.
- B. Provide partnership goals.

EVALUATION CRITERIA

Proposals that meet the mandatory requirements, as stated above, will be evaluated with the following criteria:

1. Revenue to TCPFA. 45 points
2. Length of Agreement proposed. 35 points
3. Suitability – the proposed firm / organization aligns with the overall professional and organizational alignment with TCPFA. 20 points



Real Entertainment. Real Events. Real Exciting!

FORMAT FOR PROPOSAL SUBMISSIONS

An electronic copy of your proposal must be included with your submission. Your proposal must include the above requirements detailed in this RFP.

Address and deliver proposals via mail or delivery to:

TCPFA
Attn: Jessica Booth
4145 East 21st Street
Tulsa, OK 74114

- Questions regarding this solicitation shall be submitted by email to Jessica Booth, Purchasing Agent, jbooth@exposquare.com by Wednesday, May 12, 2021. No other questions will be answered after that date.
- All questions asked will be answered on Friday, May 14, 2021, and be emailed to those who supplied an "intent to submit".

Timely submission of the proposal is the responsibility of the respondent. Any extension, if granted, shall apply to all recipients of this Request for Proposal. The proposal shall be prepared and submitted at the respondent's sole expense.

Please use the following as a guideline to format your proposal:

Length and Font Size: Please use fonts no smaller than 12 point. Maximum proposal length including title page, cover letter, proposal should not exceed 10 pages. Appendices can be up to 5 additional pages.

Title Page: TCPFA, Expo Center Naming Rights Request for Proposal, your company name, address, website address, telephone number, email address and primary contact person.

Cover Letter: Signed by the person or persons authorized to sign on behalf of the company.

Proposal: Content applicable to description included in Request for Proposal.

Qualifications: Provide the information requested in RFP.



PARTNERSHIP OPPORTUNITIES

Golden Driller Plaza | Expo Center





YOUR COMPANY NAME

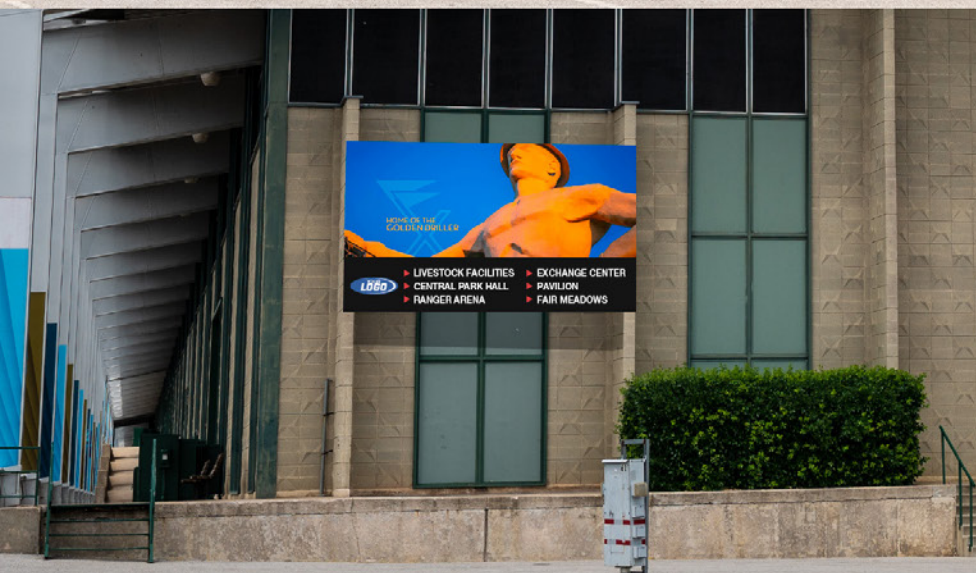




YOUR COMPANY  EVENT CENTER







EXPO CENTER DATA 2019

Data Excludes the Following Events: Tulsa State Fair, Pinto World Championship Horse Show
NSBA World Championship Show, Color Breed Congress
US National Arabian & Half Arabian Championship Horse Show

Home of the Golden Driller

Total Number of Events **46**

Total Number of Event Days **96**

Annual Attendance **over 390,000**

All opportunities will be a collaborative and customizable effort to ensure the best usage of your branding with our facilities.





TULSA

STATE FAIR
11 DAYS OF **AWESOME**

estimated attendance

1,040,000



TULSA COUNTY PUBLIC FACILITIES AUTHORITY
AFFIDAVIT FOR FILING WITH COMPETITIVE BID

_____, of lawful age, being first duly sworn, on oath says,
that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any Tulsa County Public Facilities Authority official or employee as to quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any Tulsa County Public Facilities Authority official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Subscribed and sworn to before me this _____ day of _____, 20 _____.

NOTARY PUBLIC

My Commission expires _____, _____

NOTE:

Each competitive bid submitted to a county, school district or municipality must be accompanied by this properly completed Affidavit as required by 74 O.S 1981 § 85.24. Bidder shall be disqualified if Affidavit:

1. Is **not** properly completed.
2. Does **not** accompany bid.