

Town of Frisco, CO

Request for Proposals (RFP) To Enter into a Service Dealer Agreement with the Frisco Bay Marina

Proposals Due:

Tom Hogeman
Marina General Manger
tomh@townoffrisco.com

Invitation:

The Town of Frisco, DBA the Frisco Bay Marina, is seeking proposals from qualified firms to enter into a Service Only type of Dealership Agreement with the Frisco Bay Marina located in Frisco, CO. Proposals can be emailed to tomh@townoffrisco.com, until **3p.m., MST, December 30, 2020.**

Background:

The Frisco Bay Marina is looking for a new outboard motor manufacturer to enter into a Service Only type of Dealership Agreement in order to provide timely service to not only our rental fleet, but any of our 200+ slip and mooring customers who keep their boats with us. Given our remote location, being able to provide these services 'in-house' is extremely important to our business model. We do not sell boats or motors and we do not have a showroom. The Frisco Bay Marina is a full service, municipal marina, with a thriving rental boat business located in the Colorado Rocky Mountains at an elevation of 9000'. The Marina currently has a fleet of 24 outboard powered rental and work boats. Since 2005 the Frisco Bay Marina has been in a Service Only Dealership agreement with Evinrude Outboards, a subsidiary of Bombardier Recreation Products (BRP). This past Spring BRP announced they were halting production of Evinrude Outboards.

Agreement Description:

The Frisco Bay Marina is seeking to enter into a Service Only type agreement with a qualified Outboard Motor Manufacturer in order **for the marina** to best equip and maintain our fleet of rental and work boats. Due to our isolated location, 75 miles west of Denver over a mountain pass, we need in-house staff to have access to appropriate training, tools and parts. The ideal manufacturer will not *require* the Frisco Bay Marina to sell outboard motors in any amount but would provide appropriate access to outboard motors, either directly from the manufacturer or through a dealer network, so the Marina is able to replace its fleet according to its replacement schedule. The marina is looking to replace 6 rental boat motors spring of 2021.

Project Schedule:

The Town would like to see this agreement in place by January 2021.

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| RFP available | December 11, 2020 |
| Questions Due, in writing | December 18, 2020 |
| Deadline for RFP Submissions | December 30, 2020, 3:00pm |
| Interview selected Firms* | January 5, 2021 |
| * if the Town determines necessary | |
| Select Firm (pending Council approval if necessary) | By January 12, 2021 |

Additional Information:

Additional information concerning this Request for Proposals (RFP) is available from:

Tom Hogeman
 General Manager
 Frisco Bay Marina
 tomh@townoffrisco.com

Inquiries:

Any questions or inquiries should be directed **in writing via Email only** to Tom Hogeman, General Manager, Frisco Bay Marina, by December 18, 2020. Questions must be emailed to Tom at tomh@townoffrisco.com. All questions and responses will be emailed out to all interested parties by December 18, 2020. Verbal inquiries will not be accepted or answered.

All emailed proposals should include the following background information:

A Letter of Submission shall include the name, address and telephone number of the person(s) who is authorized to legally represent the firm in this matter. The emailed proposal shall include copies of a sample Dealership Agreement, list of associated fees, list of appropriate dealership contacts and where they are located, dealer start-up forms. Other materials, such as catalogs, may be included as appropriate. Being part of a municipality the Frisco Bay Marina is tax-exempt.

Proposed Fees:

The proposal shall include start up fees, minimum yearly orders, costs associated with training, and any other anticipated one time, or recurring costs to the Frisco Bay Marina

Proposal Response:

The proposal response submitted shall contain all information as requested herein, and any additional information necessary to summarize the overall benefit of the proposal to the Town. Proposing firms should submit one (1) emailed copy no later than **3:00 p.m. on December 30, 2020**. Late Proposals will not be accepted under any circumstance. Proposals shall be emailed with the subject line “**Service Dealership - Frisco Bay Marina.**”

Submittals should be directed to:

Tom Hogeman
 General Manager, Frisco Bay Marina

tomh@townoffrisco.com

The submittal of a proposal shall be taken as evidence that the proposing individual/firm has full knowledge of the nature of agreement and the detailed requirements and conditions under which the Marina will enter into said agreement.

This solicitation does not commit the Town of Frisco to award a contract, to pay any cost incurred with the preparation of a proposal, or to procure or contract for services or supplies. The Town of Frisco reserves the right to accept or reject any or all proposals received in response to this request, to negotiate with any qualified source, or cancel in whole or part this proposal process if it is in the best interest of the Town to do so. Subsequent to contract negotiations, prospective consultants may be required to submit revisions to their proposals. All proposers should note that any contract pursuant to this solicitation is dependent upon the recommendation of the Town staff and the approval of the Frisco Town Council.

General Requirement of the Selected Proposing Firm:

- Enter into a contract with the Town. (These documents and proposal submittals become part of the contract).
- Maintain insurance coverage for the duration of the contract period.
- Prohibited from assigning or subcontracting the whole or any part of the contract without the prior written consent of the Town.
- Shall not hire, discharge, promote, demote or otherwise discriminate in matters of compensation, terms, conditions or privileges of employment against any person otherwise qualified solely because of race, creed, sex, national origin, ancestry, physical or mental disability, color or age.

Selection Criteria:

The Town will select the firm it deems best for this agreement with consideration to cost, experience, local support, and access to training, tools, and parts.