

Request for Proposals Wilgreen Lake

The Madison County Fiscal Court is requesting proposals from businesses (aka: firms(s)) interested in managing the recreational and facility operations at Madison County's Wilgreen Lake, located at 520 Wilgreen Lake Rd., Richmond, KY. Wilgreen Lake is a full service marina with bait shop facilities located on the 142 acre lake. The lake was completed in 1966 and has been designated "idle speed only."

The proposal should outline how the firm would operate the marina and facilities year round for a minimum of three years not to exceed five years, starting in the Spring 2016, including, but not be limited to:

- Schedule of operations
- Recreational services and products offered
- Outline of family oriented and sportsman focused events

Submission of Qualifications/Proposals

- Proposals should be submitted to: Madison County Judge Executive's Office, 101 West Main Street, Suite 100, Richmond, KY 40475 in such a manner that they are received no later than Friday, January 29, 2016, by 4:00pm (ET).
- The envelope containing the proposal must have "**WILGREEN LAKE MANAGEMENT PROPOSAL**" displayed on the outside of the envelope.
- The package shall contain information on qualification requirements of the Management Firm and information required to be included in the proposal. Questions regarding the proposal should be directed to the Madison County Judge Executive.
- This request may be canceled at any time and any and all proposals may be rejected in whole or in part as the County may determine that such actions are in the County's best interest.
- Submittals should include a cover letter, a description of the management firm's capabilities and services, a discussion of the firm's expertise relative to the background and experience requirements contained herein, resumes of qualified professionals who will be responsible for completing assigned tasks, a list of pertinent references, and other information requested herein. All known sub-companies should be identified in the proposal along with the sub-companies qualifications. A sample form contract shall also be included.

Qualifications

- The firm shall be a full-service firm with a very high degree of professionalism and significant experience with these services.
- It is preferred that the firm have comprehensive knowledge of Park and Recreation Management.

Payment

The Madison County Fiscal Court is open to various payment structures as it relates to the rental fee of the Lake. Please provide a sample contract outlining how the revenues will be split between the Firm and the Madison County Fiscal Court.