



Minneapolis
Park & Recreation Board
www.minneapolisparcs.org

REQUEST FOR PROPOSALS
LAKE NOKOMIS CONCESSION OPERATOR

REQUEST FOR PROPOSALS RELEASED ON:
JUNE 10, 2022

PROPOSALS DUE ON: FRIDAY, JULY 8, 2022.

THE OPPORTUNITY

The Minneapolis Park and Recreation Board (MPRB) is seeking a highly qualified operator for the Lake Nokomis Concession facility. Lake Nokomis is part of Nokomis-Hiawatha Regional Park and is located south of Minneapolis. The Park is 405.6 acres, including 210.26 acres of water, includes 2.7 miles of pedestrian paths, 2.78 miles of bike paths and features two beaches, canoe/kayak/paddle board/pedal boat and bike rentals, boat launch, fishing piers, picnic areas, restroom facilities, soccer and softball fields, and pay parking areas. The Minneapolis Park system has 21 million visitors annually, with the Nokomis-Hiawatha Regional Park attracting nearly 1.8 million visitors annually.

The Nokomis Concession facility is located adjacent to the Lake Nokomis Main Beach on the northwest shore of the lake at 4955 Nokomis Parkway West. The building and grounds have undergone several modifications since the first concession stand was built in 1930 with the most recent remodeling of the building for operation as a seasonal restaurant in 2013. The remodeling of the facility included a new kitchen design and layout, a new façade to the building, building code upgrades, additional outdoor covered seating, additional food and beverage storage, increased patio space, and planting area improvements. The Lake Nokomis Concession facility was operated by the Minneapolis Park and Recreation Board until 2002. A Request for Proposals was issued in 2012 and a private operator was selected to operate the facility. The operator has been in the facility since the 2013 season. The current operator's contract expires on December 31, 2022 and the MPRB is interested in reviewing all proposals related to operation of the Lake Nokomis Concession facility. The goal is to have a new operator in place in April of 2023.

WHAT WE WOULD LIKE TO SEE

The key concepts we would like to see outlined in a proposal to operate the Lake Nokomis concession are:

- 1.) Maximizing income to the MPRB
- 2.) Providing reliable service to the public with extensive hours and minimal closings
- 3.) A unique venue oriented to the neighborhood and visitor demographics
- 4.) An environmentally friendly business approach
- 5.) An expandable business approach to meet the needs of large crowds
- 6.) An operator with the resources to invest into equipment and facility improvements

- 7.) A venue that respects and appreciates the unique setting and backdrop of Lake Nokomis
- 8.) An operator with integrity and commitment to the park system and park patrons
- 9.) An operator which will provide a service that is efficient, effective, excellent and equitable to park patrons.

PROPOSALS

The proposals should clearly outline the type of venue, income estimates, payment to the MPRB, investments in equipment and facilities, business plan, terms, operating season and hours and sample menu pricing. The operator must also include their experience in the restaurant or concession business. A template for the proposal format is included as Attachment A – please use this format in your submission. Please submit 5 printed copies of your proposal.

Proposals Due: Friday, July 8, 2022, 4:00 pm CST

Submit to: Shane Stenzel, Use and Events Permits Manager
Minneapolis Park & Recreation Board
2117 West River Road
Minneapolis, MN 55411-2227
sstenzel@minneapolisparcs.org

EVALUATION OF THE PROPOSALS

A committee comprised of MPRB staff, technical experts and key community stakeholders will evaluate all the proposals and will provide their recommendation on a preferred operator to the Minneapolis Park and Recreation Board of Commissioners. The final decision on entering into an agreement will be made by the Minneapolis Park and Recreation Board of Commissioners.

PROPOSAL PRESENTATIONS

The committee may request a presentation by the proposal submitter to clarify the proposal. The MPRB may require Proposers to make a formal presentation of their respective proposals to the Board of Commissioners. An agenda of specific interest points identified by the Board may be provided to respondents prior to the presentation date.

SCHEDULE

Listed below are the dates and times by which stated actions must be taken or completed. If the Board determines, in its sole discretion, that it is necessary to change any of these dates and times it will issue an Addendum to this RFP. All listed times are local Minneapolis, CST.

Date/Time	Action
Friday, June 10, 2022	Request for Proposal released
Wednesday, June 22, 2022 at 9 am Wednesday, June 29, 2022 at 9 am	Walk through at the facility for interested parties
Friday, July 8, 2022 at 4 pm	Proposal Due Date
July 2022	Proposal Presentations to MPRB
July 2022	MPRB decision on recommended proposal
Wednesday, August 17, 2022	Recommendations Presented at Administration & Finance Committee
Wednesday, September 7, 2022	Final Board Action Full Board
By September 30, 2022	Contract Executed
January 1, 2023	Facility Available for new tenant
By April 15, 2023	Facility Open to the Public

BOARD RIGHTS

The MPRB may reject any or all responses to this request or accept a response in whole or in part. The MPRB also reserves the right to cancel the solicitation process without penalty, if circumstances prevent the process from being completed.

PROPOSER BACKGROUND CHECKS

The MPRB will require full criminal history background checks and credit history checks for all proposers.

PROPOSAL VALIDITY PERIOD

Any submitted proposal, shall in its entirety, remain a valid proposal for twelve (12) months after the proposal submission date.

DISPOSITION OF PROPOSALS

All proposals become the property of the MPRB and the MPRB shall have the right to use all ideas, and/or adaptations of those ideas, contained in any proposal received in response to this RFP. Any parts of the proposal or any other material(s) submitted to the MPRB with the

proposal that are copyrighted or expressly marked as “confidential”, “proprietary”, or “trade secret”, will be exempted from the “open records disclosure requirements”. The MPRB’s selection or rejection of a proposal will not affect this exemption.

INDEPENDENT PARTIES

Except as expressly provided otherwise in the contract resulting from this RFP, if any, the MPRB and the Proposer shall remain independent parties and neither shall be an officer, employee, agent, representative or co-partner of, or a joint venture with, the other.

PERFORMANCE INVESTIGATIONS

As part of its evaluation process, the MPRB may make investigations to determine the ability of the Proposer to perform under the response of this RFP. The Board reserves the right to REJECT any proposal if the Proposer fails to satisfy the MPRB that it is properly qualified to carry out the obligations under the response of this RFP.

INTEREST OF MEMBERS OF BOARD

The Proposer agrees that no member of the governing body, officer, employee or agent of the MPRB shall have any interest, financial or otherwise, direct or indirect, in the contract resulting from this RFP.

EMPLOYEE INVOLVEMENT/ COVENANT AGAINST CONTINGENT FEES

Proposer hereby certifies that, to the best of its knowledge and belief, no individual employed by the Proposer or subcontracted by the Proposer has an immediate relationship to any employee of the MPRB who was directly or indirectly involved in any way in the procurement of the contract, if any, resulting from this RFP or goods or services thereunder. Violation of this section by Proposer shall be grounds for cancellation of such contract. The Proposer also warrants that no person or selling agency has been employed, engaged or retained to solicit or secure any contract resulting from this RFP or any advantage hereunder upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, or in exchange for any substantial consideration bargained for, excepting that which is provided to the Proposer’s bona fide employees or to bona fide professional commercial or selling agencies or in the exercise of reasonable diligence should have been known by the MPRB to be maintained by the Proposer for the purpose of securing business for Proposer. In the event of the Proposer’s breach or violation of this warranty, the MPRB shall, subject to Proposer’s rights, have the right, at its option, to annul any contract resulting from this RFP without liability, to deduct from the charges otherwise payable by the MPRB under such contract the full amount of such commission, percentage, brokerage, or contingent fee, and to pursue any other remedy available to the MPRB under such contract, at law or in equity.

DATA PRACTICES

The Proposer agrees to comply with the Minnesota Government Data Practices Act and all other applicable state and federal laws relating to data privacy or confidentiality. The Proposer shall immediately report to the contract monitor any requests from third parties for information relating to this agreement. The MPRB agrees to promptly respond to inquiries from the Proposer concerning data requests. The Partner agrees to hold the MPRB, its officers, department heads and employees harmless from any claims resulting from the Proposer's unlawful disclosure or use of data protected under state and federal laws.

ATTACHMENT A - PROPOSAL FORMAT

Business Plan
Description of Venue, Menu, Season, Hours and Pricing
Description of investments to the facility, equipment investments
Proposal Terms (income to the Park Board, term of agreement, other)
Estimated Income – Years 1 to 5
Operator Experience
Sustainability Initiatives
References
Other information