



REQUEST FOR PROPOSAL (RFP)

This document is a Request for Proposal (RFP) for leasing of a property owned by Stark County Park Board as the **Motorsports Park** which contains both the *SW Speedway Track* and the *SW Motocross Track* located at 11209 47th Street SW, Dickinson, ND. This RFP is open to current and new individuals, groups, companies, boards, and the like.

Please carefully review the contents of this RFP, and email any questions to Lisa Heiser, County Parks Director, at lheiser@starkcountynd.gov.

INSTRUCTIONS

The following information must be provided in the submitted proposal in order to be considered:

1. **Name of Intended Lessee.** Legal/registered name of the proposing entity.
2. **Non-Profit status.** List the applicable entity's current IRS non-profit status.
3. **Statement of Financial Responsibility.** Statement should include estimates of the minimum annual expenses expected by the proposing entity. List all *other* financial obligations of the proposing entity. List all personal, sponsorship, grant, or other funds that will be used in maintaining a lease on the property.
4. **Desired Lease Terms.** Current lease term is five-years which is set to expire December 31, 2025. Please state your desired term length. Once approved by Motion of the Stark County Park Board and execution of the Lessee, the term of the lease would be set.
5. **Schedule of Events.** Include an overview of the intended schedule of events for 2026.
6. **Improvements needed.** List any improvements the proposing entity has identified at the facility, if any, and how those improvements have/will impact the entity's operation of the facility.
7. **Acknowledgement statement.** This statement is to acknowledge the intention of the proposing entity to participate in this RFP and further acknowledging that all information submitted in relation to this RFP could be subject to North Dakota Open Records Laws.
8. **Statement of Indemnification to Lessor.** Agree to include the statement "Lessor shall not be liable for any damage or injury to Lessee, or any other person, or to any property, occurring on the demised premises or any part thereof, and Lessee agrees to hold Lessor harmless from any claims for damages, no matter how caused." as set forth in a written lease between the parties.
9. **Evidence of Insurability.** A letter is required to be provided by a North Dakota licensed insurance agent that the entity proposing is indeed able to obtain the proper insurance coverage should they be engaged in a lease on this facility.
10. **Signature on Proposal.** Signatures of the proposing entity.

QUESTIONS

Deadline for questions: December 31, 2024

Please submit all questions to Lisa Heiser lheiser@starkcountynd.gov

EVALUATION CRITERIA

Stark County Park Board is seeking the highest community value in motorsports recreational events through this solicitation. If the proposals received are equal or substantially the same, the Board will give

additional consideration to the experience, organization, and successful history of the responding individual, group, company, or board.

The Park Board reserves the right to:

1. Request additional information and/or interview with any proposing entity prior to its selection;
2. Select the highest community value, which is the Board's sole discretion in determining what will best meet its needs;
3. Consider information about the proposing entity from other sources in addition to the submitted information.

SUBMITTAL PROCESS

Deadline to submit proposals: December 31, 2024 at 6:00 PM (MT)

Please submit eight (8) paper copies and one (1) electronic copy of your proposal no later than 6 PM (MT) on December 31, 2024 to:

Mail:

Stark County Park Board
Lisa Heiser
PO Box 130
51 3rd Street E
Dickinson, ND 58601

Email (PDF format):

lheiser@starkcountynd.gov