

CONCESSION LEASE OPPORTUNITY

Pinnacle Mountain State Park

9600 Hwy 300, Roland, Arkansas 72135



ARKANSAS DEPARTMENT OF PARKS, HERITAGE, AND TOURISM – DIVISION OF STATE PARKS

I. CONCESSION LEASE OPPORTUNITY

1. DEFINITIONS

- a. The “Owner” refers to the Arkansas Department of Parks, Heritage, and Tourism, State Parks Division.
- b. The “Park” refers to Pinnacle Mountain State Park.
- c. The “Concessionaire” refers to the entity that will be the Concessionaire under a proposed Concession Lease Agreement.
- d. The “Agreement” refers to a Concession Lease Agreement

2. CONCESSION DESCRIPTION

Arkansas Department of Parks, Heritage, and Tourism is seeking business proposals from a qualified, private enterprise to provide concession services in retail, food and beverage, equipment rentals, or other suitable commercial activities to the public. Concession space and associated facilities are provided. Hours of operation, fees, and other Concession Lease Agreement terms and conditions are negotiable. All proposals meeting the criteria listed herein will be reviewed and evaluated for consideration.

3. CONCESSION SPACE AND FACILITIES

- a. The concession space is located at the newly constructed Pinnacle Mountain State Park Visitor Center facility and includes approximately 342 square feet of conditioned finish space with a hand-washing sink, ice maker connection, electric service window, and lighting fixtures. Space may accommodate certain food service equipment (see Exhibit ‘A’ - Lease Area Layout and Exhibit ‘B’ – Lease Area Photos). Associated facilities include parking, restrooms, mechanical room, and janitorial closet with mop sink.
- b. The physical address is: 9600 Hwy 300, Roland, AR 72135 (see Exhibit ‘C’ – Location Map)
- c. The Concessionaire may implement personal property necessary to conduct operations, such as furniture and equipment used in business operations including, but not limited to professional appliances, food service equipment, and concession materials as well as janitorial supplies.
- d. For questions regarding the concession space and facilities, or to schedule a site visit, please refer to the point of contact listed herein.

4. POINT OF CONTACT

Sharon Allen, Administrative Specialist
Arkansas Department of Parks, Heritage, & Tourism
State Parks Division
One Capitol Mall, Suite 4B.210
Little Rock, AR 72201
Email: Sharon.Allen@arkansas.gov

5. LEASE AGREEMENT TERM

- a. The term of the Concession Lease Agreement will be negotiable to include a minimum term of one (1) year but may extend to include five (5) to twenty-five (25) years in length from the Agreement execution.
- b. Upon expiration of the initial term, options for continued services and term may be extended upon mutual agreement of the parties.

6. AUTHORIZED SERVICES

Services may include but are not limited to the sale of retail merchandise, consumable food and beverage items, equipment rentals, or other suitable commercial activities. All proposed services will be evaluated and considered for authorization.

7. INSURANCE REQUIREMENTS

The Concessionaire shall maintain, in full force and affect, general liability insurance from a reputable insurer in an amount no less than \$100,000 per person in any single claim and no less than \$2,000,000 in the aggregate. Such policy shall name the “Arkansas Department of Parks, Heritage, and Tourism and its agencies” as an additional insured. Additional insurance may be required due to the nature of the proposed business.

II. PROPOSAL SUBMISSION

1. CRITERIA FOR PROPOSAL

- A. Describe in detail how your company will conduct concession operations at Pinnacle Mountain State Park including, but not limited to the following:
 1. The experience of the professional or professionals in similar business operations.
 2. The record of performance of the professional or professionals in similar business operations.
 3. The level of service that is required for the business operation.
 4. The projected revenue to be garnered and shared from the business operation.
- B. Describe the entity with which the Owner will contract, specifying whether it is currently in existence or is to be formed. Existing entities that are a corporation or partnership must be in good standing with the Arkansas Secretary of State.
- C. Describe in detail your proposed revenue and cost sharing plan. This plan may specify a revenue sharing structure or a proposed monthly lease rate. The Owner reserves the right to negotiate revenue and cost sharing based on proposals received, and proposed Owner revenues may be a qualifying factor in the selection of the Concessionaire.

- D. Describe the proposed term (years/months) of the Concessionaire Lease Agreement. The Owner reserves the right to negotiate final lease terms based on proposals received.
- E. The Concessionaire may submit any additional information that may assist the Selection Committee in reviewing this proposal or further demonstrate the qualifications of the Concessionaire. The additional information will only be utilized by the Selection Committee to clarify or enhance the review process.

2. INSTRUCTIONS FOR SUBMISSION

Provide one (1) electronic copy in PDF file format or hard copy with 'Pinnacle Mountain Concession Proposal' as your subject line to:

Sharon Allen, Administrative Specialist
Arkansas Department of Parks, Heritage, & Tourism
State Parks Division
One Capitol Mall, Suite 4B.210
Little Rock, AR 72201
Email: Sharon.Allen@arkansas.gov

3. SELECTION PROCESS

- a. Initial review of concession proposals will be conducted on October 3, 2023. However, the Owner reserves the right to extend the review period until a qualified Concessionaire is determined.
- b. A Selection Committee, which shall be composed of at least three (3) members from the Department, appointed by the Secretary, or their designee, shall review the submitted proposals. Committee substitutions may only be made upon approval of the Secretary, or their designee.
- c. The Selection Committee may request a minimum of three (3) and a maximum of five (5) applicants to request for interviews. If fewer than three (3) proposals are received, all shall be invited for interviews.
- d. The Selection Committee shall evaluate the proposals based on the Criteria for Proposal listed herein.
- e. The Selection Committee shall make a formal recommendation to the Secretary, or their designee, of the professional or professionals which it determines to be in the best interest of the state for the business opportunity. Recommendations are subject to approval by the State Parks, Recreation, and Travel Commission.
- f. Once the Secretary, or their designee, has decided on their action, the Selection Committee shall notify all respondents of the Committee's action. If said action was the favorable selection of a proposal, the Owner shall begin negotiations with the selected Concessionaire to sign a Concession Lease Agreement.

EXHIBIT 'A' - LEASE AREA LAYOUT

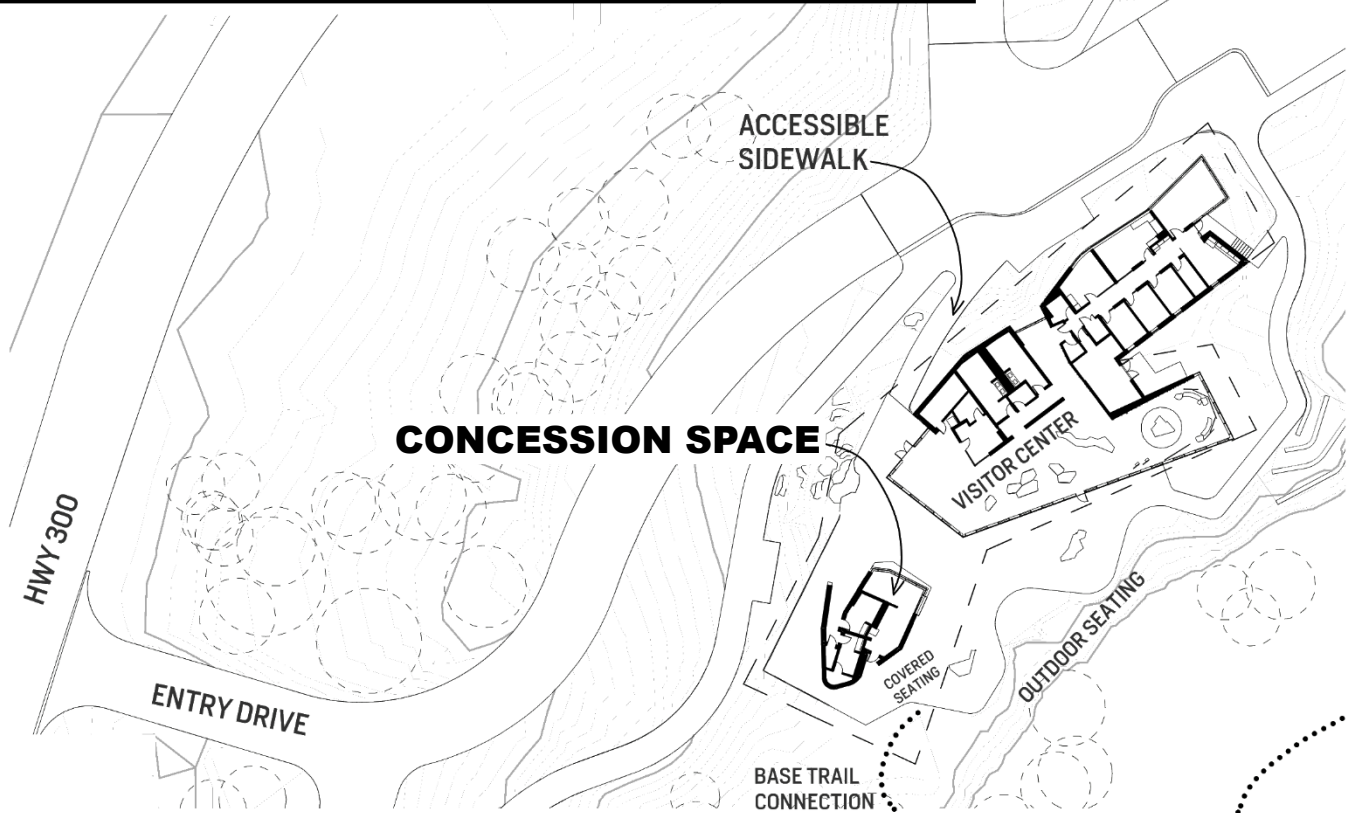
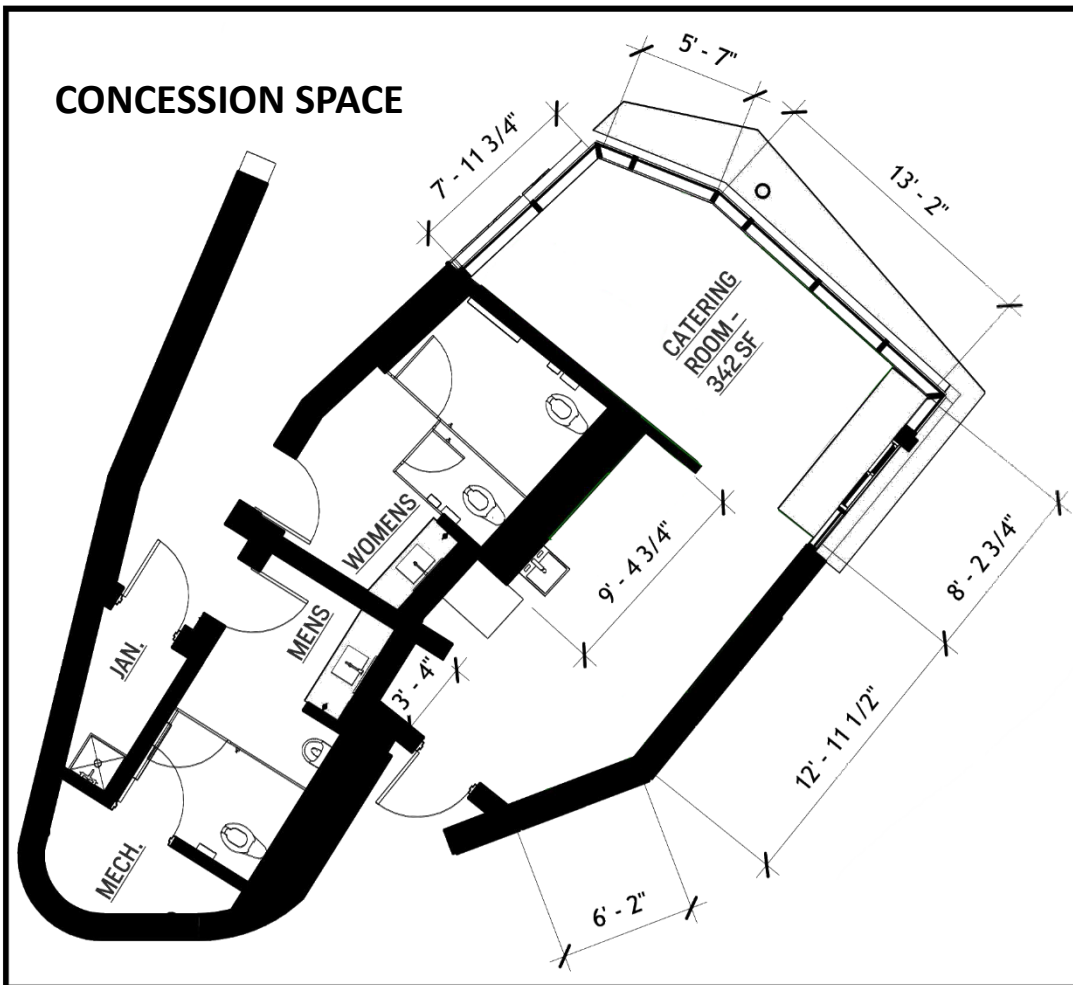


EXHIBIT 'B' – LEASE AREA PHOTOS

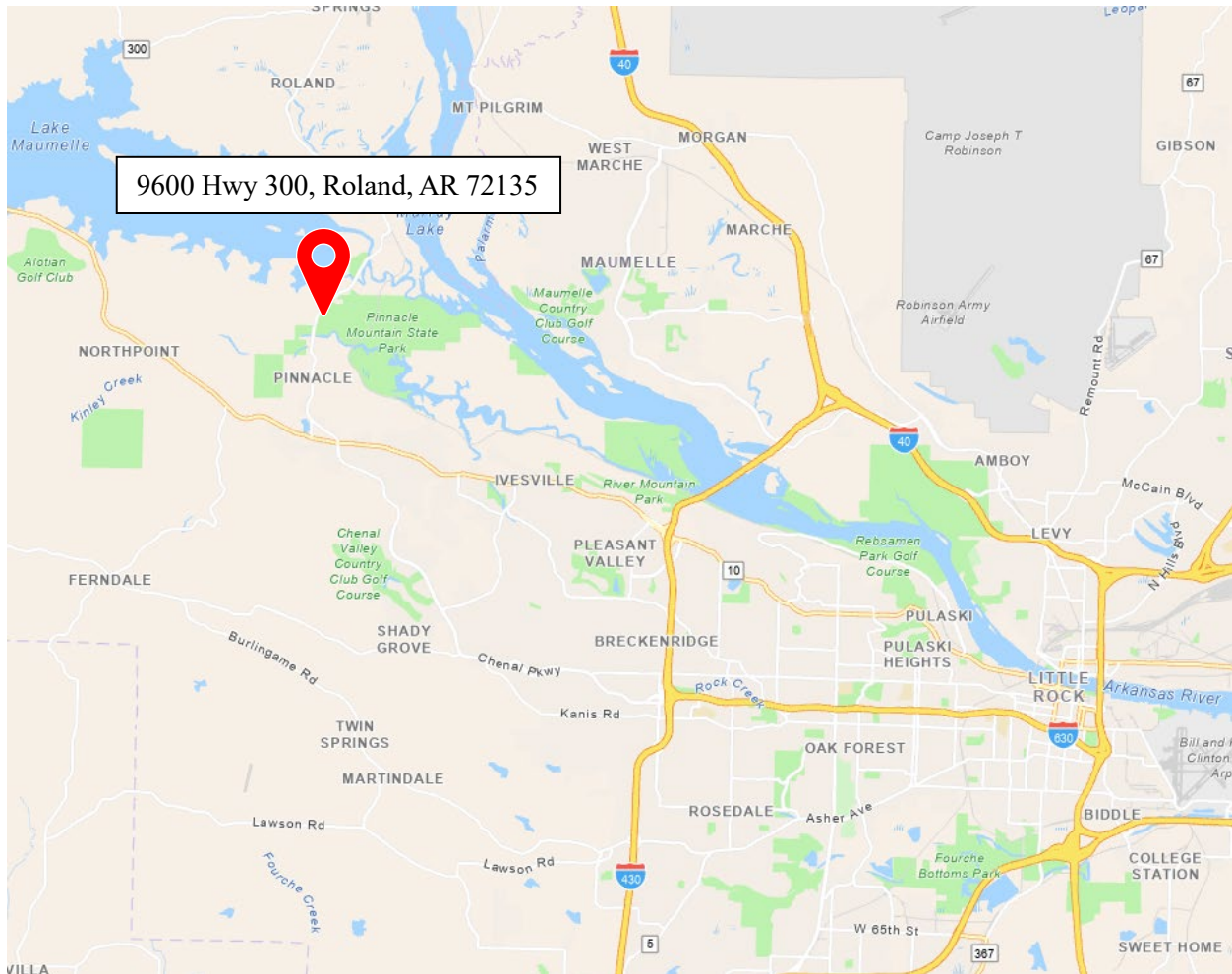


Exterior (final construction in progress)



Interior (final construction in progress)

EXHIBIT 'C' – LOCATION MAP



Directions to Pinnacle Mountain State Park

Take Exit 9 off 1-430 to Hwy. 10, then west 7 miles to Hwy. 300, turn right and go 2 miles north to the park.

OR,

Take Pinnacle Valley Road north off Hwy. 10 just 3 miles west of 1-430. Follow the signs for Pinnacle Mountain State Park.