

Questions for Timing and Event Services for Fitness Races RFP

1. Is the city looking to enter into a 3 year contract? I see separate line items for the next 3 years in the request for proposal.
 - a. Yes, this RFP is for a 3-year contract with an option to renew the Agreement for one successive 2-year term.
2. Are there any remaining pieces of collateral (banners, signage, printed materials, etc.) available from previous years that might be able to be reused on-site?
 - a. No, the current vendor owns all existing race supplies.
3. There are no specifications for budgetary guidelines in the RFP. Do these exist? For budget proposal purposes, is the event intended to make a profit, break-even, or run at a deficit?
 - a. The City ideally would like to earn enough revenue to recover the operational costs of the event.
4. How should sponsorships (both cash and in-kind) be treated in the event budget & proposals?
 - a. The contracted timing company is welcome to recruit and refer sponsors to the City as part of our in-house sponsorship program. Alternatively, respondents are welcome to include their own plans for managing sponsorship entirely as part of their proposal.