

14th DISTRICT AGRICULTURAL ASSOCIATION
Santa Cruz County Fair
Watsonville, California

High Score
REQUEST FOR PROPOSAL (RFP) CARNIVAL
Services Contract
RFP NUMBER –RFP 2014-03
SCORING SHEET

Carnival Name _____

Scorer Name _____ Date _____

Items to be reviewed by Fairgrounds Management:

CFSA CARNIVAL MASTER INSURANCE LIST Yes _____ No _____
Submittal (receipt) was by the deadline time and date Yes _____ No _____
The physical format requirements were met Yes _____ No _____

Scoring Committee Review Items:

Reviewed the technical proposal Yes _____
Confirmed that the information is presented in the format required
by the RFP, and all required documentation is included and correct Yes _____
Proposals that do not present the information in the
format required may be rejected as non-responsive. Accepted _____ Rejected _____

Reason for Rejection: _____

The Committee may request interviews of the bidder for clarification of proposals. Following any interviews,
the proposals may be re-scored

SCORING CRITERIA

B. SCORING PROCESS, CRITERIA AND ITEMS SCORED

The following shows the areas to be scored, and the information that must be provided by bidders for scoring.

1. Quality/quantity of rides, games, shows and other concessions: 25 POINTS _____

Provide descriptions and/or photographs of rides, games, and concessions (photographs and descriptions to depict current condition).....(10)

Provide completed Exhibits A, A-1, A-2, and A-3 listing rides, games, concessions and equipment proposed for this fair, including equipment enhancing or improving the appearance and amenities of the carnival area.....(10)

Overall Per hour ride capacity.....(5)

2. Current operation/management philosophies and policies: 5 POINTS _____

Provide a copy of current personnel manual and applicable policies or statement of it (i.e. uniforms, employee drug testing policies).....(2)

Provide statements relative to public relations policies, handling of customer concerns, disabled guest accommodations, employee hiring practices, games, rides, and concession pricing policies etc.,.....(3)

3. Promotions (including, but not limited to advance ticket sales, "Pay-One Price" program, discount rides on Kid's day): 10 POINTS _____

List and describe promotions that the carnival operator will provide for each year of the contract

4. Past experience and previous performance for the last two years: 10 POINTS _____

Compliance(4)

Provide letters from event managers (or list of event names for which your carnival performed during the last two years)

To indicate:

- Daily Timeliness of ride, game, and attraction opening
- Frequency which rides and shows are not operating
- Ride, game, and show general appearance
- Lot cleanliness
- Personnel cleanliness
- Proper posting of information, and signage

List any contracts cancelled or not renewed for option years in the last two years whether it was a fair, festival, or event that cancelled or did not renew the contract with a reason for the cancellation or non-renewal.

Timeliness of Payments(3)

Provide letters from event managers (or a list of event names for which your carnival performed during the last two years) to indicate:

Timely payments of funds to previously contracted events

Provide statements indicating whether or not you have any outstanding financial obligations for any California fairs.

Financial References(3)

Provide letters from three financial references (banks, credit organizations, ride manufactures, major suppliers etc.) that you have done business with during the last two years.

5. Safety: 20

POINTS _____

Liability/ loss records last five years(10)

List all liability loss payments and outstanding claims (including Worker's Compensation) relating to Personal injuries in excess of \$50,000.00 for each person or occurrence during the last two years. Briefly explain how each loss occurred. Attach insurance company loss records and company name for verification. If there are no losses, provide an explanation of such.

List any patron, employee or sub-contractor deaths that have happened within the last ten years with an explanation surrounding the death.

Properly licensed & mechanically sound rides last two years(5)

List all oral and written information on mechanical and/or safety deficiencies of the rides during the last two years. This information may include, but is not limited to, ride inspection information from federal, state or local agencies, Joint Powers Authorities, or your insurance representatives. If this information is already available through another entity, please describe where it can be obtained.

Current safety policies and procedures(5)

Describe current safety policies and procedures that affect employees and the public.

TOTAL POINTS (before considering financial offer

TOTAL _____

6. Financial Offer 30

POINTS _____

Submit "Financial Proposal Bid" Form

15 POINTS WILL BE AWARDED TO THE FINANCIAL PROPOSAL WITH THE HIGHEST DOLLAR AMOUNT OFFERED ABOVE THE MINIMUM GUARANTEE REQUIRED FOR EACH THREE YEAR PERIOD. ALL OTHER OFFERS THAT EXCEED THE REQUIRED MINIMUM GUARANTEE WILL BE AWARDED A LESSER AMOUNT OF POINTS WHICH WILL BE DETERMINED BY PERCENTAGE.

Example: Minimum required bid for 1st 3 years = \$240,000

Highest bid for first three years = 270,000.

Second highest bid for first three years = \$243,000 which is 10% less.

High bid gets 15 points. Second gets 10% less which = 13.5 points.

TOTAL CUMULATIVE POINTS AWARDED _____