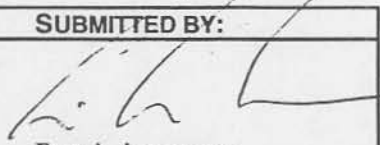


**OFFICE OF THE CITY MANAGER
DES MOINES, IOWA**

**CITY COUNCIL COMMUNICATION 96-012
JANUARY 2, 1996 AGENDA**

SUBJECT:	TYPE:	PREPARED BY:	SUBMITTED BY:
REQUEST FOR PROPOSALS (RFP)—MAINTENANCE OF DOWNTOWN RIVERFRONT PLAZA/AMPHITHEATER	◆ RESOLUTION ORDINANCE RECEIVE/FILE	LUCY CHAFFIN RECREATION SUPERINTENDENT	 ERIC A. ANDERSON CITY MANAGER

SYNOPSIS —

The City is seeking bids from vendors who wish to provide maintenance services for the Downtown Riverfront Plaza/Amphitheater in exchange for a limited number of free uses of the facility. The contractor will be asked to bid the number of free use days required in exchange for the maintenance services, and pay to the City a minimum of 15 percent of gross sales of concessions sold during the contractor's free use days. The contractor will have exclusive rights to sell concessions only on the negotiated free days.

FISCAL IMPACT —

No fiscal impact to General Fund. Potential revenue from percentage of concession sales is unknown and totally dependent upon the number of activities held at the Amphitheater.

RECOMMENDATION —

Approve the proposed Request for Proposals.

BACKGROUND —

In the spring of 1996, the Amphitheater construction will be complete. This facility is coming on-line without a budget for routine maintenance. Staff has developed a plan that will provide high quality maintenance services, without impacting current budget levels. This plan calls for contracting the maintenance to a private entity. The contractor will maintain the Amphitheater to the specifications listed in the RFP. The contractor will bid a certain number of free use days to be provided by the City in lieu of payment. The selected contractor will be asked to enter into a standard license agreement for use of the facility on the designated number of free days. The contractor will be able to utilize the facility in an appropriate manner for entertainment, weddings, or other outings approved by the Park and Recreation Director.