

**STATE OF ALABAMA
DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES
STATE LANDS DIVISION**

**REQUEST FOR INFORMAL BIDS FOR THE LEASE OF STATE LAND
LOCATED IN BALDWIN COUNTY, ALABAMA**

Notice is hereby given that the Alabama State Lands Division is accepting informal bids for the lease of state property until 5:00 PM on August 12, 2011.

The Alabama State Lands Division of the Department of Conservation and Natural Resources is offering for lease the Bartram Landing Building located at 30841 Five Rivers Boulevard, Spanish Fort, Baldwin County, Alabama for the sole purpose of operating as an outdoor recreation outfitter providing public access opportunities at the 5 Rivers facility, the greater Mobile-Tensaw River Delta, and public lands throughout coastal Alabama.

If the building is leased, the lease will be subject to the following provisions:

- 1) The MINIMUM bid rate for the Bartram Landing Building will be \$500 per month. The lease period for the Bartram Landing Building will be for an initial term of three (3) years. During the term of the lease, the annual rental payment will increase each year by three percent (3%) of the previous year's rental rate.
- 2) The MINIMUM services to be provided by lessee shall be (a) canoe, kayak, and other non-motorized watercraft rentals to the general public; (b) outdoor instructional classes offered to the general public; (c) guided paddlesport and hiking trips organized for the general public; (d) shuttle services to accommodate guided trips; (e) limited retail sales of secondary items consistent with outdoor recreation (e.g., maps, guides, gear, food and beverage (specifically excepting alcoholic beverages), clothing, etc); and (f) marketing/educational support for the 5 Rivers Center, including, but not limited to: paddle sport general education and outreach programming provided free to the public (minimum 4 programs per year); holding of at least one free "demo day" per year at the 5 Rivers facility; planning and publicizing at least 4 paddle events each year (such as a wintertime full-moon paddle, a monthly "group guided tour," etc.); provision to 5 Rivers Delta Center of professionally printed rack cards with service and pricing information; and provision of rental vessels for occasional VIP and media tours originating at 5 Rivers (expected frequency 3-4 times per year).
- 3) Lessee must maintain a MINIMUM inventory of at least 10 rental vessels, specifically to include canoes and kayaks of general recreational quality. Lessee will be required to provide all necessary safety equipment with all rentals.
- 4) Lessee may not offer for retail sale any items which are not directly related to outdoor recreational activities, without express written permission from the State Lands Director. The State Lands Division will have the right to prohibit the sale or marketing of any item(s) it deems to be inappropriate and/or offensive. Lessee shall not sell retail gift items that are featured at the 5 Rivers Cypress Gift Shop.

- 5) Lessee shall maintain regular hours of operation from 8:00 a.m. until 5:00 p.m. a minimum of 5 days per week to specifically include Saturday and Sunday. Extended hours of operation (e.g., before 8:00 a.m. or after 5:00 p.m.) must be approved by the 5 Rivers Delta Center. Operation during holidays, except New Years Day, Easter, Thanksgiving Day and Christmas Day is expected.
- 6) Lessee is permitted to exclusively occupy the Bartram Landing building and the storage space located directly under the building. All interior fixtures and furnishings are to be provided by Lessee, at its expense, and are subject to Lessor's approval. Exterior porches of the building shall not be used for vending machines of any type or for ice making machines.
- 7) All employees of the lessee shall be required to reflect a neat, clean appearance and conduct themselves in a pleasant, helpful, cheerful manner. Employees must wear logoed uniform clothing appropriate for current weather conditions as prescribed by Lessee and approved by the State Lands Division.
- 8) Lessee shall be responsible for providing its own telephone and electrical utilities, which specifically includes electrical costs associated with public bathrooms at the facility, lighting of "Bartram Landing" parking lot and a segment of street lighting for limited time periods each day. Lessee will not be responsible for either the cleaning or maintenance of public restrooms at the facility.
- 9) Lessee may make non-exclusive use of the public parking lot adjacent to the "Bartram Landing" facility building.
- 10) Lessee may make non-exclusive use of the canoe/kayak launching public pier and dock, but may not charge patrons for the use thereof.
- 11) Lessee and its employees must comply with all rules, regulations and policies of the State Lands Division.
- 12) Lessee must maintain comprehensive general liability insurance in the amount of \$1 million, covering all its operations, which policy must name the Alabama State Lands Division as an additional insured.
- 13) The lease may not be assigned without prior written approval from the Department of Conservation, State Lands Division, in its sole discretion, and will be subject to a \$250.00 assignment fee.
- 14) Lessee will be required to report data on a monthly basis to the 5 Rivers Delta Center on the number and type of watercraft rentals, gross retail sales, and number of guided tours conducted from the facility. Lessee must also provide monthly data on the number of participants in activities referenced in item number 2(f) above.

All informal bids must state the monthly lease amount proposed by the bidder and include a detailed plan stating the vendor's qualifications and describing the services,

retail sales, and rental items proposed for the facility. The State Lands Division reserves the right to accept a single bid, negotiate terms with any bidder and/or reject all proposals. A lease agreement will be prepared by the State Lands Division and executed with the selected vendor. The first month's lease payment will be due upon execution of the lease and subsequent monthly lease payments will be due by the 5th business day of each month.

Each informal bid submitted must be clearly marked on the outside of the envelope "INFORMAL BID FOR BARTRAM LANDING BUILDING, OUTDOOR OUTFITTER FACILITY, BALDWIN COUNTY, ALABAMA" and mailed to: State Lands Division, Room 464, Folsom Administrative Building, 64 North Union Street, Montgomery, Alabama 36130.

ATTENTION: PLEASE NOTE THAT ALL BIDS MUST BE SUBMITTED SPECIFICALLY TO THE STATE LANDS DIVISION OFFICE AT 64 NORTH UNION STREET, ROOM 464, FOLSOM ADMINISTRATIVE BUILDING, MONTGOMERY ALABAMA 36130 (36104 IF DELIVERED BY PRIVATE COURIER).

NO BID SHALL BE RECEIVED FOR ANY REASON ANY TIME AFTER THE ADVERTISED DEADLINE. IT SHALL BE THE SOLE RESPONSIBILITY OF THE BIDDER TO ENSURE ACTUAL RECEIPT OF THE BID BY THE STATE LANDS DIVISION PRIOR TO THE ADVERTISED DEADLINE.

The successful bidder must complete the transaction within 30 days of receipt of a lease agreement. Specification of a minimum bid amount to be considered does not suggest acceptance of any bid which may equal or exceed that amount. The State does not warrant nor guarantee title to the lands herein described or otherwise warrant or guarantee the condition of any improvements thereto.

This lease bid opening is conducted pursuant to all laws of the State of Alabama governing this transaction whether or not included in this notice.

The Department of Conservation and Natural Resources does not discriminate on the basis of race, color, religion, age, gender, national origin, or disability in its hiring or employment practices nor in admission to, access to, or operations of its programs, services, or activities.

The property may be inspected before the 5:00 PM, August 12 deadline for bids, by contacting the State Lands Division's staff at the 5 Rivers facility at (251) 625-0814. Persons desiring further information regarding this lease may contact the State Lands Division's staff at the 5 Rivers facility at (251) 625-0814, or the State Lands Division's main office in Montgomery, AL, at (334) 242-3484.

Patricia J. Powell
State Lands Director

DATE