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## **PUBLIC NOTICE - INVITATION TO BID FOR THE RENTAL OF E-BIKE CONCESSION SERVICES AT GULF STATE PARK AND OTHER DCNR LOCATIONS**

Notice is hereby given to all interested persons that the State of Alabama, Department of Conservation and Natural Resources, State Parks Division (DCNR), will receive sealed bids in Montgomery, Alabama, at the time and date hereinafter specified, for the **exclusive** concession service of renting Class I Electric Bikes (E-Bikes) and related safety equipment at the following specific locations within Gulf State Park (Park), Gulf Shores, Baldwin County, Alabama by concession contract: RV Park and Lake Shelby. Bidders may submit a bid on one or both locations.

### **General Scope Restrictions:**

- Rental E-Bike make/models are restricted to Class 1. Class 2 and 3 E-Bikes are not allowed in the Park
- Concessionaire shall offer 7 days-a-week E-Bike deliveries/pickups, including holidays, and full delivery/pick up service to and from all agreed upon Park locations
- Concessionaire shall offer rentals spanning from 4 hours to 2 weeks
- Concessionaire shall offer for rent all applicable E-Bike safety equipment including helmets
- Concessionaire shall provide E-Bike Rider Education and Safety Plans
- Concessionaire shall provide an E-Bike Retrieval Plan
- Concessionaire shall not rent E-Bikes to park guests under the age of 14
- Concessionaire shall charge reasonable prices for all items and/or services offered for rent

The designated location within the Park to be operated by the successful bidder will be specified in the concession contract. Each bidder should personally examine the locations offered.

### **Items Required to be Submitted with Bid:**

- A proposal that includes all of the following:
  - i. A description of bidder's business and a summary of services
  - ii. Lengths of rental time and the related rates
  - iii. Helmet types and size specifications and any other equipment for rent
  - iv. A description of bidder's E-Bike inventory including makes, models, performance specifics, and example photos of the various makes offered for rent.
  - v. Photographs of all delivery equipment such as trucks, trailers, etc.
  - vi. An E-Bike Rider Education and Safety Plan (to be approved by Park)
  - vii. An E-Bike Retrieval Plan (to be approved by Park)
  - viii. Proof of no less than five (5) years of bidder's actual experience in the operation of commercial bike rental and/or bicycle/E-bike rider education experience. The experience required hereby must be

personal experience, if the bid is submitted by an individual, or it must be the experience of the entity itself in the case of bids submitted by companies, partnerships, or corporations, etc.

ix. The percentage amount based on total sales received from concession operations the bidder proposes to pay Park. All rates, charges, and fees of whatever kind shall be subject to audit and adjustment by the Commissioner of Conservation and Natural Resources.

- A complete financial statement which shall be subject to verification
- A completed Disclosure Statement. Form is available at:  
<https://examiners.alabama.gov/PDF/publications/Vendor-Disclosure-Statement.pdf>

**THE DEADLINE DCNR WILL RECEIVE SEALED BIDS IS 2 PM CENTRAL STANDARD TIME (CST) ON THURSDAY, JULY 24, 2025. BIDS MUST BE MAILED TO: ALABAMA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES, STATE PARKS DIVISION, ROOM 538, 64 NORTH UNION STREET, MONTGOMERY, ALABAMA, 36130. IT IS THE SOLE RESPONSIBILITY OF THE BIDDER TO ENSURE THE STATE PARKS DIVISION ACTUALLY RECEIVES THE BID PRIOR TO THE ADVERTISED DEADLINE. NO BIDS SHALL BE RECEIVED AT ANY TIME FOR ANY REASON AFTER THE DEADLINE STATED HEREIN.**

**All bids should be submitted in sealed envelopes in the form and manner prescribed and should be marked clearly on the outside of the envelope with the words “SEALED BID-OPERATION OF E-BIKE RENTAL CONCESSION SERVICES AT GULF STATE PARK, TO BE OPENED AT 2 PM CST FRIDAY, JULY 25, 2025” to avoid the opening of the bid as ordinary mail. BIDS MUST INCLUDE THE PERCENTAGE AMOUNT THE BIDDER PROPOSES TO PAY DCNR BASED ON TOTAL SALES AND SPECIFY THE LOCATION(S) YOU ARE BIDDING ON. BIDS MUST ALSO INCLUDE ALL REQUIRED INFORMATION AND DOCUMENTS AS STATED IN THIS NOTICE. NO ALTERATIONS OR EXCEPTIONS SHALL BE ALLOWED TO THE TERMS AND CONDITIONS OF THIS INVITATION, THE BID, AND CONTRACT. Timely bids will be opened at 2 PM CST on Friday, July 25, 2025, in the State Park Division’s Conference Room, located at 64 North Union Street, Room 539, Montgomery, Alabama 36130.**

The successful bidder will be granted a concession contract for a two-year period pursuant to the provisions contained in Section 9-14-20 et seq., Code of Alabama (1975). The term may be extended upon mutual agreement of the parties.

#### **Successful Bidder General Requirements:**

- Execute the concession contract and submit all required documentation and forms. In the event the successful bidder has not performed within 20 days of receipt, the Commissioner may treat the failure as a refusal and the rights of the successful bidder may be terminated
- Provide a performance bond in the amount of \$15,000
- Submit a certificate of insurance with coverage in the amount of \$1 million per occurrence
- E-Verify Memorandum <https://www.e-verify.gov/employers/enrolling-in-e-verify>
- Certificate of Compliance [Certificate of Compliance.pdf](#)
- Current W-9 [fw9.pdf \(SECURED\)](#)
- Evidence the bidder is registered with the Alabama Secretary of State
- Immigration status [IMMIGRATION STATUS form.pdf](#)
- Background checks
- All additional required information and documents necessary to complete the contract process

DCNR may give preference to a single responsive bidder who: can provide multiple services; possesses a minimum inventory of 100 Class I E-Bikes; and/or has the most training and safety experience with E-Bikes. The Commissioner of DCNR reserves the right to award to multiple bidders, to reject any and all bids, and to waive

any informality in any proposal. The best interests of DCNR and the public shall be considered as the key factor in selecting or not selecting a responsible bidder. All requirements of state laws governing the operation of concession facilities, activities, and the letting of a concession contract shall apply to this invitation and any concession contract made pursuant thereto whether or not stated in this invitation.

All interested parties agree to comply with all applicable state, federal, county, municipal, and local laws whether or not stated in this invitation.

All responses received will be subject to the Alabama Open Records Act, Ala. Code § 36-12-40, (1975), as amended, and may be subject to public disclosure upon request.

For questions regarding this invitation, to obtain a copy of the concession contract or to examine the facilities in advance of the deadline to receive bids contact: Nicole Cabarrubia at (251) 948-7275 Ext: 62003, [nicole.cabarrubia@dcnr.alabama.gov](mailto:nicole.cabarrubia@dcnr.alabama.gov).

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