

**City of Marion**  
**Marion Parks and Recreation Department**  
**Request for Proposal – Beverage Supplier**

The City of Marion is seeking a multi-year arrangement for the provision of non-alcoholic beverages, including sports drinks, at Lowe Park in Marion, Iowa. We are soliciting for a dependable and professional vendor to provide this service. The following minimum standards should be taken into consideration as you prepare your proposal.

1. Provide a complete product list that your firm will be able to supply. Please include unit size, case size and seasonal availability if applicable. We will need 20-ounce bottles.
2. Provide a complete and detailed product price list.
3. Provide a complete and detailed product retail price recommendation by individual unit.
4. Provide the delivery schedule for the entire time from early-April through July.
5. Selected vendor must obtain all necessary licenses and permits if applicable.
6. Selected vendor is expected to provide regular and emergency customer service within 24 hours of notification.
7. Selected vendor must have current beverage supply experience.
8. Selected vendor is expected to provide acceptable references.
9. Selected vendor will enter a contract with the City of Marion.
10. Selected vendor will be required to provide acceptable and standard for the trade insurance coverage as requested.
11. The following equipment shall be provided by the selected vendor at the vendor's expense throughout the term of the agreement. These cooler requirements should be considered minimum. Additional coolers may be requested throughout the contract term.
  - a. One (2) cooler with dimensions of 51" width, 24" depth and 78" height capable of cooling 20 cases of 20-ounce bottles with two (2) sliding doors.
  - b. One (1) cooler with dimensions of 36" width, 24" depth and 58" height capable of cooling 9 cases of 20 ounce bottles with two (2) doors.
12. The selected vendor should expect the supplied cooler to be used as needed by Lowe Park operations. This will include refrigerated food needs.

Deadline for submission: All proposals must be delivered to the City of Marion Parks and Recreation Department, Attention: Karlene Hummel, 4500 10<sup>th</sup> Street, Marion, IA 52302 by the deadline of 2:00pm, February 22, 2023.