



**NOTHING MORE  
NEBRASKAN.**

NEBRASKA STATE FAIR  
REQUEST FOR PROPOSAL

FOR

Golf Cart Rental Provider  
2026 - 2028

Issued by:  
Nebraska State Fair  
PO Box 1387  
Grand Island, NE 68802

November 5, 2024

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## Section 1. RFP Timeline

The Request for Proposal timeline is as follows:

	Date
Request for Proposal Posting Date:	November 5, 2024
Q&A Session for Potential Golf Cart Providers:	November 20, 2024, at 3 PM Central Time
Request for Proposal Due Date:	November 26, 2024
Meetings with Potential Candidates as Needed:	December 10, 2024
Award:	December 17, 2024

**Zoom Link for Q&A Session:**

<https://us06web.zoom.us/j/83980760450?pwd=MCgzscsS8LKaRaAIHN4LYNNMUCe0mn.1>

Meeting ID: 839 8076 0450

Passcode: 565173

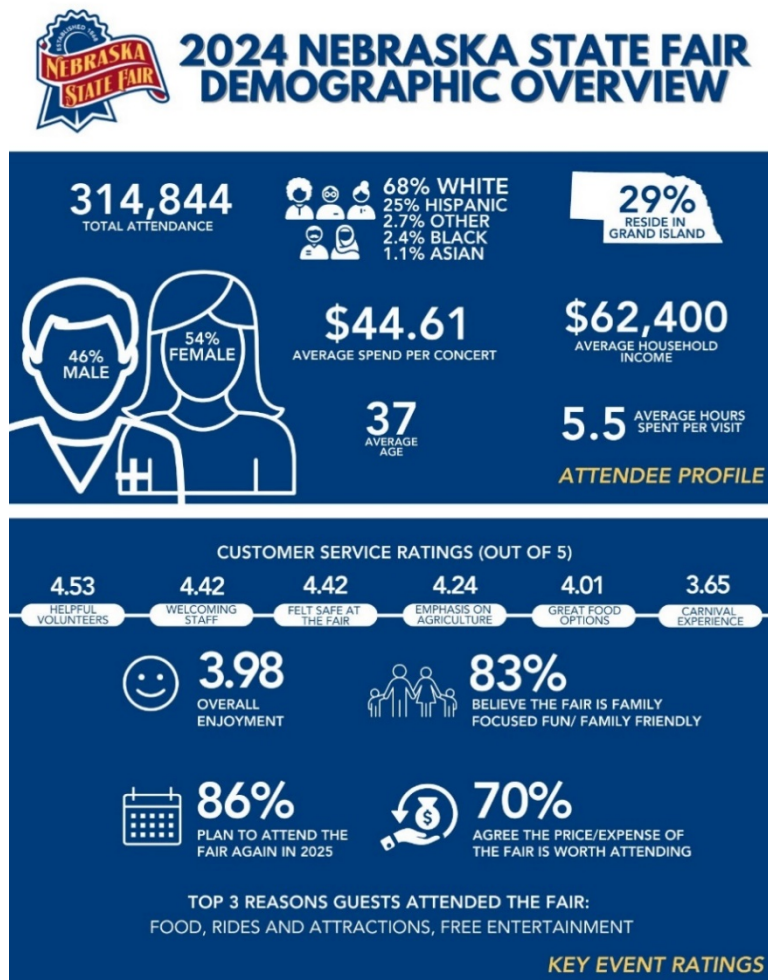
## Section 2. Introduction and Background

The Nebraska State Fair invites qualified candidates to submit proposals to be the sole golf cart provider for NSF staff and board members, beginning in 2026 and ending after the 2028 State Fair. The awarded provider will receive a three-year signed contract.

### About The Nebraska State Fair

The Nebraska State Fair, entering its 156th year in 2025, is an event held at Fonner Park in Grand Island, Nebraska. The regional event is the largest in Nebraska, drawing an average of over 300,000 patrons yearly since moving to its current location in 2010. The Nebraska State Fair brings people from all over the State of Nebraska and beyond for an 11-day fair filled with agriculture, entertainment, education, and so much more.

### Demographics



## Section 3. Instructions

1. Review the RFP carefully
2. RFP questions should be directed by e-mail to Haley Roush at [hroush@statefair.org](mailto:hroush@statefair.org).
3. Interpretations, corrections, revisions, and amendments to this request for proposal shall be issued to all RFP recipients in the form of a written addendum.
4. Proposals are due by hand delivery, mail, or e-mail no later than November 26, 2024, at 5:00 PM to:

Physical Address:  
501 E. Fonner Park Road, Suite #200  
Grand Island, NE 68801  
E-Mail: [hroush@statefair.org](mailto:hroush@statefair.org)

Mailing Address:  
PO Box 1387  
Grand Island, NE 68802

## Section 4. Overall Scope

1. **Terms:** The contract will become effective January 1st, 2026, through December 31st, 2028, a three-year term.
2. **Agreements Made:** The Nebraska State Fair may accept a proposal as written by issuing a written agreement with the selected golf cart provider. This agreement will be signed by both parties.
3. **Other Promoters:** Any other promoters facilitating business with NSF, including Fonner Park and its partners, shall not be bound by any agreement made as the result of this request for proposal.
4. **Exceptions:** Any exceptions to any piece of this RFP shall be noted on the Proposal Addendum, Attachment A, and submitted.
5. **Contracts:** To be executed between the Nebraska State Fair and the golf cart provider. All contracts shall be carried out by the Nebraska State Fair Box Office Manager or the Executive Director.
6. **Onsite Supports:** This contract will require the golf cart provider to furnish an onsite service technician for the length of the rental period OR supply at least eight (8) extra carts. Additional equipment such as keys, batteries and tires will need to be provided as well.

## Section 5. Conditions

1. **Laws:** Terms and provisions of this solicitation and any agreement resulting from this shall follow any governing law applicable to this process. Any litigation or action in connection with this proposal and subsequent award shall be instituted in the appropriate Nebraska courts.
2. **Assignment:** Any contract resulting from this solicitation may not be assigned, transferred, or delegated as a whole or in part by the golf cart provider, without the prior written consent of the Nebraska State Fair.
3. **Termination:** The Nebraska State Fair may terminate any agreement made as a result of this process at any time that the golf cart provider fails to carry out the provisions under the agreed-upon terms including, but not limited to:
  - a. The actions of its employees while they are on the grounds at the Nebraska State Fair. The employees shall at all times comply with the applicable laws, ordinances, and regulations of local, state, and federal agencies, along with all regulations, policies, and procedures of the Nebraska State Fair.

- b. The golf cart provider certifies and agrees that, with respect to its staff and employees who will participate in the performance of this agreement, the golf cart provider shall maintain a workplace free of drugs and alcohol during the term of this contract.
- 4. **Indemnification:** The Nebraska State Fair hereby agrees to indemnify and hold harmless the *Awardee* from and against any loss, damage, or expense associated with a claim arising out of the negligence of the Nebraska State Fair. The *Awardee* hereby agrees to indemnify and hold harmless the Nebraska State Fair for any loss, damage, or expense associated with a claim arising out of the negligence of the *Awardee*.
- 5. **Insurance:** The Nebraska State Fair shall maintain comprehensive general liability insurance in the amount of no less than One Million Dollars per occurrence from an A- or better-rated carrier. This policy shall name the *Awardee* and their agents, representatives, and directors as additional insured as it pertains to the negligence of the Nebraska State Fair. *Awardees* shall maintain comprehensive general liability insurance in the amount of no less than One Million Dollars per occurrence from an A- or better-rated carrier. This policy shall name the Nebraska State Fair, and their agents, representatives, and directors as stated in Addendum B as additional insured as it pertains to the negligence of the *Awardee*.
- 6. **Retention of Rights:** The *Awardee* shall not have any rights to use the name, logos, trademarks, or copyrights of the Nebraska State Fair outside of the purposes of promotion related to the Nebraska State Fair, without written permission.
  - a. The Nebraska State Fair reserves the right not to award this offer to any vendor based on any reason.

## Section 6. Proposal

### 1. General Information

- a. List the following:
  - Company Name
  - Contact info for Golf Cart Vendor
    - Physical Address
    - City, State, Zip
    - Phone
    - Email
    - Contact Name of Person Responsible for this RFP
    - Title
    - Phone
    - Email
- b. Provide a complete profile of your company
- c. Provide three (3) references from clients from your CURRENT book of business.

### 2. Scope

- a. Provide details about on-site support (EX. service technician, cart delivery, etc.)
- b. All candidates must be able to supply the Nebraska State Fair with the following golf cart quantities:
  - Sixty-one (61): four-seater carts
  - Eight (8): six-seater carts
  - Sixteen (16): utility box carts
  - Five (5): flatbed carts

Quantities may vary slightly. Please provide no less than a total of ninety (90) carts. Additional batteries and tires are requested.

- c. All provided golf carts must be gas powered.
- d. Extra universal keys must be provided. Two keys for each unit.
- e. The Nebraska State Fair requests a three (3) week rental period per year. Golf carts are to be delivered one (1) week prior to Opening Day. All units must be retrieved and transported off grounds by the Friday after Labor Day.
- f. The Nebraska State Fair will reserve the right to accept or decline any or all parts of the proposal.
  - Additional proposals may be provided for an alternative product mix

### 3. Bid

- a. All proposals submitted by bidders for this work shall become the property of the Nebraska State Fair. Neither the Nebraska State Fair nor the golf cart provider shall disclose the contents of any proposal to the other parties before the announcement of the award.
- b. All proposals must remain valid for a period of ninety (90) calendar days. The Nebraska State Fair reserves the right to reject any or all submissions or to award the contract to a bidder other than the lowest.
- c. Please reflect on the opportunity of retaining the agreement for three (3) consecutive years and provide commentary.

### 4. Pricing

- a. Provide a complete cost breakdown for each type of rented unit. Please include additional fees or changes in Addendum A such as:
  - Delivery/pick-up charge
  - On-site service technician
  - Any other standard fees
- b. An annual percentage price increase cap must be included with the bid proposal (for all units and service fees).

## Section 7. Evaluation of Proposal

1. Evaluation of all proposals shall be performed by Nebraska State Fair officials. Evaluation shall be based on, but not limited to, the following criteria in no particular order or weight. Golf Cart providers with previous Fair experience will be scored accordingly.
  - a. Complete bid
  - b. Overall price
  - c. Onsite service
2. Evaluation committee shall consist of:
  - a. Jaime Parr, Executive Director
  - b. Tina Thuernagle, Operations Director
  - c. Haley Roush, Box Office Manager

# Section 8. Certification

Include this form with your proposal

Name of Company: \_\_\_\_\_

Physical Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Contact Name of Person Responsible for RFP: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Manager Name (If different from above): \_\_\_\_\_

The Golf Cart representative hereby certifies by signing below that this proposal, submitted to the Nebraska State Fair, is deemed to be in accordance with all information contained and referred to in this request for proposal is genuine, and is made under no false pretenses.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date





# Proposal Addendum - Attachment B

## INSURANCE

Golf cart providers submitting a proposal are required to make evident certificates of the following minimum coverage. Such certificates shall be included with the proposal:

- Workers Compensation Insurance meeting the statutory requirements of the State of Nebraska.
- Employers' Liability Insurance providing limits of liability in the following amounts:
  - a. Bodily injury by accident: \$100,000 each accident
  - b. Bodily injury by disease: \$500,000 policy limit
  - c. Bodily injury by disease: \$100,000 each employee
- Commercial General Liability insurance providing limits of liability in the following amounts, with aggregates applying separately on a "per project" basis:
  - a. General aggregate: \$2,000,000
  - b. Product/completed operations aggregate \$2,000,000
  - c. Personal and advertising injury liability \$1,000,000
  - d. Per occurrence \$1,000,000
  - e. Fire legal liability \$50,000
  - f. Automobile \$1,000,000

If the Awardee does not carry its own required insurance coverage or fails to return proof of such by the due date, Nebraska State Fair may at its option obtain through an insurance carrier the necessary coverages noted by this agreement. The expense of this coverage will be billed to the Awardee.

Nebraska State Fair Board, Fonner Park Exposition and Events Center, The Hall County Livestock Improvement Association, and the City of Grand Island shall be listed as additional insured at no cost to the Nebraska State Fair.

## LIABILITY

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The Awardee agrees to hold Nebraska State Fair Board (legal entities, employees, board members, and thereof) harmless from any liability, cost, or expense in connection with or growing out of any claim whatsoever for injury, loss or damage to person and/or property at activities involved with this agreement in or upon the Fonner Park/Nebraska State Fair premises, its facilities and appurtenances OR upon the hotel premises, facilities and appurtenances including any transportation of persons, property or items in any way related to Nebraska State Fair.

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I acknowledge that I have read the above insurance and liability requirements and acknowledge my organization's responsibility as such.

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Print Name

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Signature

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Date