

SHOOTING RANGE OPERATOR RFQ



CLEAR CREEK COUNTY, COLORADO
REQUEST FOR QUALIFICATIONS
TO LEASE, MANAGE, AND OPERATE
THE NEW CLEAR CREEK COUNTY SHOOTING SPORTS PARK

Issued: Monday, January 24, 2022

Proposals Due: Thursday, February 17, 2022, by 4 PM

Direct Questions to:

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Clear Creek County

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SHOOTING RANGE OPERATOR RFQ

TABLE OF CONTENTS

A. INVITATION - SUMMARY OF NEED

B. PROPERTY HISTORY AND DESCRIPTION

C. PROJECT OBJECTIVES

D. LEASE AGREEMENT OVERVIEW

1. Use
2. Lease Term
3. Finances
4. Best Management Practices

E. SUBMITTAL REQUIREMENTS

F. EVALUATION AND SELECTION PROCESS

G. SOLICITATION SCHEDULE

APPENDIX A.	Business Plan CVA 12_2020
APPENDIX B:	80% Interim Schematic Set
APPENDIX C:	SOP and Maintenance 12-2020
APPENDIX D:	Copy of Financial Projections
APPENDIX E:	Professional Services Agreement

SHOOTING RANGE OPERATOR RFQ

A. INVITATION - SUMMARY OF NEED

OPPORTUNITY: Clear Creek County (CCC) is seeking statements of qualifications from interested parties with the appropriate expertise and experience to help reconstruct, manage and operate a new public shooting range.

LOCATION: The facility is located at 3300 Stanley Road, Dumont, Colorado

LEASE DURATION: To Be Determined (TBD)

FINANCIAL TERMS: TBD

PROPERTY STATUS: The new Shooting Sports Park is in the process of being redeveloped and Conceptual Plans for the new range are at the 80% design stage. Substantial investment is planned with a grant for \$860,000 from CO Parks & Wildlife, \$400,000 from Gilpin County and \$150,000 from CCC. Range improvements and the construction of a clubhouse are planned to begin in 2022. Additional funding will be needed to complete the range to support the proposed use.

SELECTION PROCESS: This Request for Qualifications (RFQ) process provides an opportunity for interested parties to demonstrate their experience, capacity, and vision for the new shooting range.

Qualifications will be reviewed by a selection committee comprised of County staff. Each will be scored based on the evaluation criteria listed in this document. One or more entities may be recommended for final selection and the County reserves the right to choose none.

SUBMITTAL DUE DATE: **RFQ RESPONSES ARE DUE BY 4:00 pm on Thursday, February 17**

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SHOOTING RANGE OPERATOR RFQ

B. PROPERTY HISTORY AND DESCRIPTION

To address the increase of dispersed sport shooting on forest lands, Clear Creek County joined the Northern Front Range Recreational Sport Shooting Management Partnership in 2012. Through that multi-year effort, the group acknowledged that providing new developed public ranges would help increase sport shooting opportunities and minimize impacts and conflicts in the backcountry and near residential areas. As part of the process, the Forest Service determined the number of public shooting lanes that need to be provided in each of the participating counties in order for the Forest Service to close identified areas of concern.

Following a number of meetings, an existing gun range in Dumont was identified as the best site in CCC to accommodate the amount of new public lanes needed (15 if CCC only, 25 if Gilpin County is included). The location was selected based on the following attributes: 1) the County owned the property, 2) the land has been used as a gun range for many years, 3) topography, location and accessibility are favorable, and 4) utilities are available.

In 2019, for the first phase of the project, the County utilized a \$90,000 planning grant from CO Parks and Wildlife to hire a consultant to determine the optimum design of the new public range, complete a sound study, and develop business and operations plans to meet the goals of being successful and sustainable. Clark Vargas and Associates were chosen to be the consultants.

CVA and Associates held meetings and completed the Schematic Plans, Business Plan, Sound Testing Report, and Operations Plan for the new public shooting range in December 2020. The final Plans included state-of-the art mitigation techniques to reduce noise impacts to the community. The estimated \$2.8 million project was divided into two phases (Phase II and III).

In 2021, the County applied for, and received, a second CPW grant to begin construction of the new range (Phase II). As a partner in the project, in order to gain forest closures in Gilpin County, the Gilpin Board of County Commissioners committed \$400,000 in matching funds toward the \$1.41 million grant application.

The Phase II grant funding is proposed to complete the following range improvements; 1) lead mitigation and remediation of the existing site, (2) preparation of final design plans and technical documents needed for permits and construction, (3) installation of the necessary service infrastructure (e.g. water, sewer, storm drainage improvements), (4) sitework required for the new range reconfiguration, and (5) construction of the clubhouse (including restrooms, classroom, office, and retail space).

SHOOTING RANGE OPERATOR RFQ

Phase III, scheduled in 2023 if funding is secured, will complete the range improvements including new shooting sheds, CMU sidewalls for improved range safety, pavement of the parking lots and benches and targets.

The shooting range site is approximately six (6) acres in size and located at 3300 Stanley Road in Dumont, Colorado. It is located on a frontage road approximately $\frac{3}{4}$ mile from Exit 235 on Interstate I-70. The property is currently the site of a private 7 bay gun range operated by the Clear Creek Sportsmen Club, which has operated on the property since 1977 on a leasehold basis (see below). The current lease allows their use of the property through June 2022.



C. BUSINESS OBJECTIVES

It is Clear Creek County's goal to redevelop the existing range to create a fully functional and safe public recreational shooting facility. An operator/manager/concessionaire will be a critical part of this plan to ensure a successful business and these terms will be used interchangeably.

Per grant funding requirements, the new outdoor shooting range will provide 45 shooting lanes available to the public, including youth, women, and law enforcement. It will be ADA compliant and will include restrooms, a facility for Hunter Education classes, and at least five 100-yard lanes for hunter sight-in. Hours of operation will be a minimum of 5 days per week, 8 hours per day.

SHOOTING RANGE OPERATOR RFQ

The proposed business and operational plans developed by CVA and Associates provide a financial analysis for the future operator/manager/concessionaire. The County is seeking an entity that will either utilize these plans or recommend an alternative structure. All documents related to the planning and work completed to date are included for review. Choosing an operator at this early stage of project development will allow input into the process to create a platform for a sustainable public shooting range.

D. LEASE AGREEMENT OVERVIEW

A Lease Agreement and Professional Services Agreement are anticipated to be the contractual documents outlining the operational/management/concessionaire aspects of the future facility. Critical components of the lease will include:

1. USE

- The conditions of the CPW grant funding and IGA with Gilpin County
- The sole use of the premises shall consist of the operation of the shooting facilities open to the public and membership, and the offering of additional programs including training and instructional programs and hunter safety classes.
- Other terms as agreed upon

2. LEASE TERM

- The proposed Lease Term to be determined, subject to negotiation
- Other terms as agreed upon

3. FINANCES

- A fixed monthly lease rate is anticipated
- The Operator will pay for all utilities required for the operation of the Shooting Sports Park
- Other terms as agreed upon

4. BEST MANAGEMENT PRACTICES OVERVIEW

- Clear Creek County will require the Operator to run the facility according to Best Management Practices as outlined in the National Rifle Association (NRA) Range Source Book (current edition) as well as any State or Federal regulations.

SHOOTING RANGE OPERATOR RFQ

- The Operator will comply with the Environmental Protection Agency's (EPA) Best Management Practices for Lead at Outdoor Shooting Ranges (BMP). The Operator will prepare and periodically update a lead monitoring and clean-up plan consistent with the EPA BMPs, for approval by the County.
- Other terms as agreed upon

E. SUBMITTAL REQUIREMENTS

The list of qualifications should be kept to the minimum length required to concisely address the requirements described below. Proposals shall be in an approved electronic format with the following elements:

1. Proposed Operator/Manager/Concessionaire's name, physical and mailing addresses, telephone number and email address.
2. A statement of what specifically qualifies the proposed Operator to perform as Operator and/or Manager/Concessionaire of the new Shooting Sports Park.
3. Description of similar Concession operations or other applicable experience that the proposed Operator and personnel have previously conducted. The description of similar operations shall include the dates of the operation, types of services and rentals provided, number of users serviced, and gross and net annual revenue of each operation.
4. Description of the Operator's proposed facility upgrades, if different than those outlined in the CVA & Associates plans, recommended for a successful operation including an itemized preliminary cost estimate.
5. A "business plan" outline, including a comparison between the proposed Operator's plan and the CVA Business Plan with any major differences specifically pointed out. It should indicate the services to be provided, recommended capital expenditures, and strategies for successful operation of the Shooting Sports Park. Note: the business plan should include an estimate of working capital required to operate the business. The business plan should include funding for furniture, equipment and working capital.
6. Proposed services and rentals to be provided at the Premises.
7. A statement of how long the proposal shall remain valid.
8. A statement that no conflicts of interest exist in the provision of the proposed services or an explanation of any that may exist.

SHOOTING RANGE OPERATOR RFQ

F. EVALUATION AND SELECTION PROCESS

The County will establish a screening process to review and rank all proposals. The County may or may not decide to interview potential Operators. The County will use the following criteria in selecting an Operator:

- 1) Proposed business plan - including the services to be provided to the public and patrons of the Shooting Sports Park.
- 2) Demonstrated experience in similar concession operations.
- 3) Organizational capacity – the ability of the proposed Operator to manage the concession and successfully and sustainably provide the concession services.
- 4) Demonstrated ability of the proposed Operator to provide quality services to the public and patrons of the Shooting Sports Park.

All submittals will be reviewed and evaluated by the selection committee for completeness and responsiveness. This selection process may include site visits, reference checks, and any combination to any or all of the above. The top respondents addressing each point of this RFQ may be invited for an interview and presentation. The committee will then make a recommendation for which response best reflects the County's visions for the shooting range, which will be presented to the Board of County Commissioners (BoCC) for consideration. The BoCC will have sole determination of which response, if any, is in the County's best interest. Pending the outcome, the County may desire to execute a Letter of Intent (LOI) with the selected party or enter contract negotiations.

Also, please note that County:

- May accept such responses as they deem to be in the public interest and furtherance of its plans and policies or may proceed with additional selection processes.
- Reserve the right to reject any and all RFQ respondents at any time, to waive minor irregularities and to terminate any negotiations implied in this RFQ or initiated subsequent to it without any liability.
- Reserve the right to request clarification of information submitted, and to request additional information from any respondent.

The County reserves the right to reject any submittals, and to negotiate modifications or acceptance of parts of a submittal. Other terms and conditions will be negotiated at the time of selection. The final form of the Lease Agreement and Professional Services Agreement will be subject to the approval of the County's attorney and Board of County Commissioners. All submittals shall become the property of the County.

SHOOTING RANGE OPERATOR RFQ

G. SOLICITATION SCHEDULE

Responses to this Request for Qualifications must be received by Clear Creek County by or before **4:00 PM on THURSDAY, FEBRUARY 17, 2022**. Responses received after may or may not be considered. Proposals shall be addressed to:

Lisa Leben, Special Projects Manager

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Clear Creek County

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