



PORT OF BELLINGHAM
Washington State

Request for Proposal: Ticketed Events 2019

Invitation

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The Port of Bellingham is seeking proposals for the opportunity to hold three ticketed events at Port of Bellingham Parks in 2019.

The Port's parks cover more than 22 acres. These parks are some of Whatcom County's best places for taking a walk, having a picnic, flying a kite or hosting an event for friends and family. These parks offer fantastic views and access to the Salish Sea and our Bellingham Waterfront.

Available locations:

- ◆ Fairhaven Marine Park
- ◆ Tom Glenn Common
- ◆ Zuanich Point Park



Description

The Port of Bellingham owns and operates several parks along Bellingham Bay. These parks are regular gathering places for community members to enjoy the waterfront.

In recent years staff has received increased requests from groups who would like to hold ticketed events at these prime Bellingham locations. Many of these requests rely on ticket sales to fund a community activity that adds to the Bellingham lifestyle and the economic prosperity of Whatcom County.

In the interest of balance and responsible stewardship we propose allowing three ticketed events per year in some of these locations.

What will you bring to the waterfront?!?

We're looking for a group or an individual to get creative!



Event Guidelines

- ◆ Promote the event with advertising and marketing (in coordination with the Port)
- ◆ The event coordinator must sign a site use agreement, this contract will detail the responsibilities of the Port and the coordinator
- ◆ The coordinator must provide the Port of Bellingham with fees associated with the event rental and event insurance, naming the Port as an additional insured on the policy for two million dollars.
- ◆ After the event, provide to the Port a comprehensive summary of the success of the event, including estimated attendance, number of vendors, profit and loss statement by the event coordinator, etc.

About the Port of Bellingham



PORT OF BELLINGHAM
Washington State

The Port of Bellingham works closely with private enterprise and local state agencies to facilitate the retention of existing business and the relocation of new business to Whatcom County. Like many ports in Washington state, the Port of Bellingham's activities go far beyond ocean shipping. Its many other activities are dedicated to meeting the

broader economic and transportation needs of Whatcom County.

Diverse activities include: the operation of Bellingham international Airport, marine and rail passenger terminals, two marinas, a cargo transportation terminal and 22 acres of parks. The activities of over 260 Port tenants account for more than 10% of the employment in Whatcom county. The Port of Bellingham has optimal access to transportation connections, infrastructure and communications.

Port Core Values

The Port of Bellingham works to be a valuable public organization with a reputation for delivering on its commitments, working in an open, decisive atmosphere, taking pride in its work, and communicating its contributions to the community.

The Port of Bellingham places a premium on providing superior customer service and being responsive to changing market conditions with its business activities.

The Port of Bellingham demonstrates statesmanship and leadership in difficult public policy issues. Public involvement is highly regarded, and the port incorporates varied views while making difficult decisions in a complex environment.

The Port of Bellingham strives for a diversified, professional workforce. Emphasis is placed on developing the full potential of all employees.

The Port of Bellingham employs its expertise and leadership ability in state and federal port industry activities and issues.

The Port of Bellingham pledges to work cooperatively with other entities, within the framework of community standards, and to be a responsible trustee of our publicly owned assets.

About Bellingham



Located on Bellingham Bay with Mount Baker as its backdrop, Bellingham is the last major city before the Washington coastline meets the Canadian border. It's 85 miles north of Seattle and 50 miles south of Vancouver, B.C.

The downtown area has a mix of restaurants, breweries, art galleries and specialty shops.

Bellingham is home to Western Washington University on Sehome Hill, from which there is a sweeping view across the bay to the San Juan Islands.



Contact

Port of Bellingham
1801 Roeder Ave.
Bellingham, WA 98225
360-676-2500
www.portofbellingham.com

PORT OF BELLINGHAM

Port Mission Statement

To promote sustainable economic development, optimize transportation gateways, and manage publicly owned land and facilities to benefit Whatcom County.

Submission Instructions

Proposals will be accepted until March 31, 2019.

- If three acceptable proposals are not received by the deadline the port retains the right to accept additional proposals until three events are selected.
- Submit proposals via email to events@portofbellingham.com or deliver a hard copy to the address below:

*Port of Bellingham – Ticketed Park Events
Attn: Tiffany DeSimone
1801 Roeder Ave, Bellingham, WA 98225*

- Confirmation of received submissions will be done via email.
- Questions should be submitted to:
events@portofbellingham.com or to the address above.

Proposals Should Contain the Following:

- Event title
- Proposal Summary
 - To include event description and requested date
- Individual or business/non-profit name
 - Contact person, address, phone, email
- Proposed location and usage
- Qualifications and Relevant Experience
- Revenue Projections and Benefit to Whatcom County
- Timeframe for event implementation

Disclaimer: *The Port of Bellingham may select, in its sole discretion, a proposal that best meets the selection criteria defined in this document. The Port may, at its sole discretion, reject any or all proposals and this document does not preclude the Port from entering into agreements using other procedures. The Port may negotiate terms with the chosen applicant that differ from the terms in this document or initially submitted by proposers.*

The business or organization submitting a proposal agrees to complete all required forms and documents and abide by all Federal, State, local and Port laws, rules and regulations if selected.

By submitting a proposal, the proposers agree to the terms of this document.

Information provided is subject to the public disclosure laws and should be considered to be public information and available for review upon request. Any expenses incurred is solely the responsibility of the respondent.