



Rodeo Stock Contractor RFP
(Submission deadline is noon on July 1, 2024)

Overview and Background:

Colby Community College is located in the northwest corner of Kansas, approximately 50 miles from the Colorado and Nebraska borders. The college was established in 1964; it is a dynamic institution of more than 2,400 students. In addition to a main campus of approximately 60 acres, CCC operates a 60-acre farm for students to use as a hands-on laboratory and training facility.

Project Goals:

Colby Community College is hosting a College Rodeo September 12-14, 2024, at the Thomas County Fairgrounds, South Range Ave, Colby, KS 67701. The College will have performances on Thursday at 7:00 p.m., Friday at 7:00 p.m., and the finals (top twelve in each event) on Saturday at 7:00 p.m. The College will have slack events on Thursday night after the performance, at 9:00 a.m. on Friday, and 9:00 a.m. on Saturday.

General Information:

Colby Community College is seeking to hire a stock contractor (Vendor Responsibility) who will be responsible for the following:

- Provide Rough Stock;
- Provide two Pick-Up Men;
- Provide two Bull Fighters;
- Responsible for All Timed Events (cattle only; vendor is not responsible for bringing goats);
- Assist with running the Slack Events and Finals, if needed;

Colby Community College is responsible for providing an announcer, issuing checks to contestants, securing the fairgrounds, and securing a veterinarian on call.

Vendor is not responsible for hay and grain for livestock (will be provided by CCC).

Colby Community College will provide three (3) rooms for stock contractor.

Any questions can be directed to Leroy Hays, Rodeo Coach, at (785) 543-7152 or leroy.hays@colbycc.edu.

The RFP will be posted on CCC's website, <https://www.colbycc.edu/vendors>, and can be downloaded as of 5:00 p.m. on May 31, 2024.

Submission of Proposals:

Respondents to this RFP must submit their sealed proposal – by hand or email – no later than 12:00 p.m. (CST) on July 1, 2024, to Sheri Knight, located in the Thomas Hall Administration Office (CCC's Main Campus), or via email at sheri.knight@colbycc.edu.

*The proposals will be opened by the Vice President of Business Affairs.

Anticipated Selection Schedule:

All submitted proposals will be reviewed and evaluated, and then CCC will recommend a proposal to accept to the Board of Trustees (BOT); the BOT meeting will be held on July 15, 2024. The selected vendor will be notified within 24 hours after a recommendation has been approved by the BOT.

Mandatory Disclosures:

Tax Exempt:

Colby Community College (CCC) is a tax-exempt entity. All bids should reflect that no sales tax is included in the final submission.

Exclusions:

If any exclusions exist as a part of this proposal, vendors must clearly define them in a section labeled *exclusions*.

Sub-Contracted Work (if applicable):

If any of the scope of the project will be outsourced to a third party, the vendor name and work to be completed must be included in the proposal. CCC reserves the right to request a different subcontracted company.

RFP Questions (if applicable):

Vendors should only direct inquiries and questions to the following individual(s) at CCC.

Leroy Hays, Rodeo Coach

Phone: (785) 543-7152

Email: leroy.hays@colbycc.edu.

Any communication received by anyone else at CCC should not be included in the proposal.

Point(s) of Contact:

Sheri Knight, sheri.knight@colbycc.edu, or contact her at (785) 460-5407.

Statement of Disclosure:

The board reserves the right to reject any or all bids, to accept that bid which appears to be in the best interest of the college, to waive any informalities in any part of any bid, and to reject any or all bids received after the date and time specified. Any bid may be withdrawn prior to the scheduled time for the opening of bids. The bidder to whom the award is made may be required to enter into a written contract with the college and provide a performance or public works bond as required by law or the Board of Trustees (where applicable).