

Scott County Fiscal Court  
REQUEST FOR PROPOSALS  
For  
Naming Rights for Downtown Pavilion

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## **I. ANNOUNCEMENT**

The Scott County Fiscal Court (“Fiscal Court”) will receive proposals for Naming Rights for the Downtown Pavilion.

## **II. ABOUT THE DOWNTOWN PAVILION**

The Downtown Pavilion will be constructed by the Fiscal Court on property owned by the City of Georgetown, Kentucky at 150 North Broadway, 164 North Broadway, 170 North Broadway, 112 East Washington Street, 114 East Washington Street, and 100 North Court Street, hereinafter collectively referred to as the “Property.” The Downtown Pavilion shall be used for public purposes including, but not limited to, housing a seasonal Farmers Market and hosting various local events for the benefit and enjoyment of the citizens and visitors of the City of Georgetown and Scott County.

## **III. WHY YOU SHOULD CONSIDER**

The Downtown Pavilion will house a seasonal Farmers Market and host various local events, which will create an opportunity for brand exposure to a cross-section demographic in the community. Investment in this project will provide the selected proposer with an impactful and long-lasting presence in Georgetown/Scott County.

## **IV. PROPOSAL INFORMATION**

- Copies of the Request for Proposals may be obtained at:  
  
scottky.gov
- Proposals will be accepted until 2:00 p.m. on February 6, 2024.  
Proposals received after this time will not be accepted.
- Agreements of all lengths will be considered. However, priority will be given to multiple-year proposals with mutually acceptable options in regard to payment schedule, as well as options to extend the agreement.
- Proposals shall be completed using the proposal form provided by the Fiscal Court and submitted in the manner detailed herein.
- Proposals shall be enclosed in envelopes clearly labeled “Proposal for Downtown Pavilion.”
- The evaluation of proposals and selection will be conducted by the Fiscal Court. Proposals will be evaluated in terms of the response to the requirements of this RFP, taking into consideration proponent’s qualifications, term of agreement and financial

proposal. The Fiscal Court retains sole discretion and may not accept the highest proposal or any proposal. Selection will be determined based on the best value to the Fiscal Court upon consideration of all factors listed herein.

- **NON-DISCRIMINATION** – The Scott County Fiscal Court does not discriminate on the basis of race, color, national origin, age, religion, creed, marital status, sex or handicap in employment, educational programs or activities as set forth in Title IX, Title VI and Section 504.
- **CONFLICTS OF INTEREST** – KRS 45A.455 prohibits conflicts of interest, gratuities or kickbacks to employees of the Scott County Fiscal Court in connection with contracts for supplies or services whether such gratuities or kickbacks are direct or indirect. KRS 45A.990 provides severe penalties for violations of the laws relating to gratuities or kickbacks to employees that are designed to secure a public contract for supplies or services.
- **TIMELINE**

Posted in Newspaper  
Proposals Due

January 5, 2024  
February 6, 2024

- Questions concerning this Request for Proposals or the Downtown Pavilion project should be addressed to:

Joe Pat Covington  
Scott County Judge/Executive  
101 E. Main St. #210  
Georgetown KY 40324  
502 – 863 – 7850

## **V. NAMING RIGHTS PACKAGE**

- **SIGNAGE LOCATED IN THE FOLLOWING AREAS:**
  1. Signage prominently displayed on the Downtown Pavilion.
  2. Other areas as agreed upon by both parties in writing.

## **VI. PROPOSER'S RESPONSE/RESPONSIBILITY**

- A. Entity Identification: Please provide the following information about your organization/company:

- Name
- Address
- City, State, Zip
- Telephone Number

- Designated Contact
- Number of years in business
- Location of any branch offices
- Completed price proposal form (attached)
- Summary statement - Summarize why your organization/company is best suited for the project
- Outline any requests you may have beyond items listed in "Naming Rights Package"

## VII. Price Proposal Form

Downtown Pavilion Naming Rights \$ \_\_\_\_\_

Proposed Downtown Pavilion Name \_\_\_\_\_

Term of Proposal (years) \_\_\_\_\_

\*Proposer's Responsibility – All proposers commit to providing signage design, manufacturing, and installation at their cost and to the satisfaction of the Fiscal Court. Furthermore, all proposers acknowledge that, should they be selected, they shall be required to enter into an agreement with the Fiscal Court and strictly adhere to the terms provided therein.

The Fiscal Court reserves the right to waive minor irregularities in proposals, provided that such action is in the best interest of the Fiscal Court. Any such waiver shall not modify any remaining RFP requirements or excuse the successful proposer from full compliance with the RFP specifications and other contract requirements.

List the name, address, phone number, fax, and email address of the person capable of answering any questions that may arise during the evaluation process.

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

Attention: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

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

Fax: \_\_\_\_\_

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

I hereby submit this proposal on behalf of:

Name: \_\_\_\_\_

Title:

Signature:

Date:

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