

REQUEST FOR PROPOSAL
Rancho Park Golf Course Food & Beverage Concession
(CON-G25-003)

RFP ADDENDUM 9/19/25

IMPORTANT DATES AND LOCATIONS

SEPT 25, 2025	<p style="text-align: center;">ALTERNATIVE MANDATORY PRE-PROPOSAL MEETING</p> <p>An alternative mandatory pre-proposal meeting will be presented at 10:00 A.M., on Sept 25, 2025 via zoom at the following link: https://us02web.zoom.us/j/84493838047 The material to be presented is the same. If you attended the September 3rd meeting via Zoom, you are not required to attend again.</p>
OCT 1, 2025	<p style="text-align: center;">SITE VISIT</p> <p>An additional site visit will be conducted at 10:00 A.M. on October 1, 2025 at the Rancho Golf Clubhouse located at 10460 W. Pico Blvd. Los Angeles, CA 90064. RSVP by email to stanley.woo@lacity.org with "Rancho Visit" in the subject line. You will receive a confirmation reply with additional details. If not enough interest is received for the October 1st visit, the Rancho visit will be cancelled.</p>
OCT 9, 2025	<p style="text-align: center;">QUESTIONS DEADLINE</p> <p>All questions relating to this RFP must be submitted to RAP in writing by October 9, 2025. Submit your questions to the following email address: stanley.woo@lacity.org with copy to rachel.ramos@lacity.org</p>
OCT 28, 2025	<p style="text-align: center;">DEADLINE TO SUBMIT PROPOSAL AND PROPOSAL DEPOSIT</p> <p>Proposals must be received no later than 2:00 P.M. on October 28, 2025. Responses will only be accepted electronically. No hard copy or hand delivery of responses will be accepted. One complete proposal should be submitted via email to: rap.commissioners@lacity.org. If the proposal contains confidential information, an additional redacted electronic copy may be sent using a separate electronic submission to RAP. It must be a complete proposal containing all the required documents, only redacted where needed. Proposal responses must be received by the deadline. See RFP Exhibit B for detailed information.</p> <p>Each submission file must be 20 megabytes (MB) or smaller or broken up into multiple files not to exceed 20MB each. The response must have <u>CON-G25-003 Rancho Golf Food & Beverage Proposal</u> in the subject line of the submission. If more than one file is sent in response, your email subject line must note if it's part of a series of how many in number total, after the response title (for example <u>CON-G25-003 Rancho Golf Food & Beverage Proposal – Part 1 of 3</u>). Each original response must include the proposal documents, all pages, with any addenda, and all required information, forms and documentation with original initials and signatures. If submitting a redacted copy of your proposal, send a complete second set with the word "Redacted" in the file name(s) and in the subject line under separate submission.</p> <p>Proposals may also be submitted via Dropbox. For submissions using only Dropbox, the maximum file size is 2 GB. Dropbox submissions must be received by the deadline stated above and uploaded onto the following link: https://www.dropbox.com/request/7uEoAYb0AE1ahV5KNCUX Please have <u>CON-G25-</u></p>

003 Rancho Golf Food & Beverage Proposal and the company name in the subject line of the submission.

Documents that must be completed and included in addition to the proposal are listed on the “**Proposal Checklist**” page found as Exhibit J to the RFP. All submitted proposals must show the RFP title, “Rancho Golf Food & Beverage”, and the Proposer’s name and address.

PROPOSAL DEPOSIT

A proposal deposit (see RFP Exhibit B for detailed information) must also be received no later than **2:00 P.M.** on **October 28, 2025**. Proposers must make arrangements with the RAP Board Office to drop off proposal deposits Monday – Friday, 8:00 AM – 5:00 PM at **221 N. Figueroa St, Suite 300, Los Angeles 90012**. Please send an email to: rap.commissioners@lacity.org to arrange and confirm a day and time to drop off deposit.

Proposers may also have proposal deposits delivered by UPS/FedEx to the address above. Please **do not** use USPS. All proposal deposits **must** be received by the RAP Board Office before the deadline date and time. Please notify the RAP Board Office of your planned courier delivery via email at: rap.commissioners@lacity.org.

NAMES OF PROPOSERS

Proposers are invited, but not required, to be present at the time of RFP opening, which is the proposal due date and time. Proposers may join at: <https://us02web.zoom.us/j/84350929327> or via phone at: (669) 900 6833, Webinar ID: 843 5092 9327. **ONLY THE NAME OF THE PROPOSERS WILL BE READ AND RECORDED.** City staff will then review the proposal and **MAY** make recommendations to the Board (at a date to be determined) on the successful proposal (if any) and award for the Commission’s consideration. **NO** Facsimile proposals or facsimile modifications of proposals will be accepted. Supplemental material may be requested by the City and shall be submitted by the proposer in original form at the address stated above. Failure to submit a complete original proposal as required may result in your proposal being deemed non-responsive.