

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

IMPORTANT DATES AND LOCATIONS

AUG 14, 2025	<p style="text-align: center;">RFP RELEASE</p> <p>Request for Proposal is released for the design, management and operation of the food & beverage concession. The RFP and Exhibits are posted at: http://www.rampla.org (search RAMP ID 220049)</p>
AUG 19, 2025	<p style="text-align: center;">BUSINESS OPPORTUNITY INTRODUCTION MEETING</p> <p>RAP is hosting a meeting to share highlights of the opportunity and provide a general overview of the contracting process at 1:00 P.M., on August 19, 2025. The meeting location is at Rancho Golf Course Maintenance Yard in the Conference Room. Attendance is not mandatory, but Registration is required by email to: stanley.woo@lacity.org Place "Rancho BizOp" in subject line. A map and instructions will be provided. A tour of the Clubhouse in its current condition will be given after the meeting.</p>
SEPT 3, 2025	<p style="text-align: center;"><u>MANDATORY</u> PRE-PROPOSAL MEETING</p> <p>A mandatory pre-proposal meeting will be presented at 10:00 A.M., on Sept 3, 2025 via zoom at the following link: https://us02web.zoom.us/j/86227657181 or telephonically at (669) 900 6833; Webinar ID: 862 2765 7181.</p>
AUG 26-Sept 11, 2025	<p style="text-align: center;">SITE VISITS</p> <p>Additional site visits will be conducted at 10:00 A.M. on 'Aug 26, 28 and Sept 9, 11, 2025 at the Rancho Golf Clubhouse located at 10460 W. Pico Blvd. Los Angeles, CA 90064. Request a date by email to stanley.woo@lacity.org with "Rancho Tour" in the subject line, ask for two dates that would work for you. Wait for your confirmation reply with additional details. If not enough interest is received on a particular date as listed, the tour for that date will be cancelled.</p>
SEPT 24, 2025	<p style="text-align: center;">QUESTIONS DEADLINE</p> <p>All questions relating to this RFP must be submitted to RAP in writing by September 24, 2025. Submit your questions to the following email address: stanley.woo@lacity.org with copy to rachel.ramos@lacity.org</p>
OCT 7, 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 7, 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 CON-G25-003 Rancho Golf</p>

Food & Beverage Proposal 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 **CON-G25-003 Rancho Golf Food & Beverage Proposal – Part 1 of 3**). 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.

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 **CON-G25-003 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 7, 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.