



Request for Information #2023025

Shooting Range Utilization

1. INTRODUCTION

This Request for Information (RFI) is issued to obtain information on the Applicants that are capable and interested in utilizing the Indian River County Public Shooting Range (Range) when it is closed to the public (Tuesday and Wednesdays). The Range is located at 10455 102nd Terrace, Sebastian Florida 32958.

Responses will be accepted through 2 p.m. on **January 26, 2023**. The provided **Response Form** (the last page of this document) should be completed and sent, along with the additional supporting documentation, via e-mail to purchasing@ircgov.com, with the subject "Response to RFI **2023025** – Shooting Range Utilization." Should you prefer to provide your response in printed form, please mail or deliver one copy to Purchasing Division, 1800 27th Street (Room B1-301), Vero Beach, FL 32960, and ensure it is received prior to 2 p.m. on January 26, 2023.

A formal bid or request for proposals may be requested after the response period for this RFI ends. The Board of County Commissioners may also directly negotiate an agreement, should only one viable response be received.

2. OBJECTIVES

Indian River County is interested in seeking applicants that are willing to pay an annual fee to utilize the Indian River County Shooting Range for corporate training and demonstration activities on Tuesdays and Wednesdays, while the range is traditionally closed to the public.

2. REQUIREMENTS

- Requires complete and independent supervision of the Applicant and by the Applicant in accordance with Indian River County safety and range officer protocol.
- Be solely responsible for the safety and security of the site during use.
- Provide unrestricted access to Indian River County Shooting Range Staff while operating independently under the strict safety guidelines, rules and hours of the Range.
- Provide all necessary set up, tear down, and clean up after use. Range must be clean and clear at the end of each day (no equipment will be stored on site).
- Provide a written monthly schedule to the Range Manager, which will be due 30 days prior to projected use.
- Applicant must have all necessary licenses and permits to operate in Indian River County.
- Applicant must be actively registered with and use, at their sole expense, the Department of Homeland Security's E-Verify system (www.e-verify.gov) to confirm the employment eligibility of all newly hired employees, as required by Section 448.095, F.S.
- Applicant shall not charge any fee, or otherwise grant access to the general public.



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- Applicant shall hold harmless Indian River County and its employees, and indemnify and repair any damage to the facility beyond normal wear and tear.

The following minimum insurance requirements will need to be met:

- Commercial General Liability, minimum \$500,000 per occurrence Combined Single Limit for Bodily Injury and Property Damage, including coverage for premises/operations, products/completed operations, contractual liability, independent contractors. Indian River County must be named as additional insured.
- Business Auto Liability, minimum \$500,000 per occurrence Combined Single Limit for Bodily Injury and Property Damage, including coverage for owned, hired, and non-owned autos. If a vendor is using a personal vehicle, the minimum acceptable limits for personal auto liability is \$100,000 per occurrence
- Workers' Compensation Insurance in accordance with Florida Statutes, including Employer Liability with a limit of \$100,000 for each accident, \$500,000 disease (policy limit) and \$100,000 disease (each employee); Or "Certificate of Election to be Exempt" issued by the State of Florida Department of Financial Services Division of Workers' Compensation Or notarized statement of exemption that can be requested from the Purchasing Division.

No-Contact: Applicants and their agents must not communicate in any way with the Board of Commissioners, County Administrator or any County staff other than Purchasing personnel in reference or relation to this RFI. This restriction is effective from the time of issue until the Board of County Commissioners meets to authorize any award. Such communication may result in rejection or disqualification.



Response Form

Send to purchasing@ircgov.com

(please use Subject: "Response to RFI 2023025-Shooting Range Utilization")

Responses accepted until 2 p.m. on **January 26, 2023**

Response Form – Shooting Range Utilization

Applicant Name: _____

Owner/Contact: _____

Email: _____ Phone Number: _____

Address: _____

Website: _____ Facebook: _____

Federal Tax ID: _____ SunBiz Registration: _____

Attach to this form, the following **supporting documentation**:

- Document how would the range would be utilized (include proposed **annual** or **daily** fee. If proposing daily fee, note how many days per year you plan to utilize the range)
- Signed IRS W-9 Form, dated within last six months
- Evidence of insurance reflecting levels required above, or letter from carrier indicating ability to obtain
- Documentation of certifications, business license, etc.
- Sample agreement (if applicable)