



**REQUEST FOR PROPOSALS  
WATERFRONT CONCESSIONS – LAND LEASE  
RFP #: 24-007**

The City of Sebring, Florida is requesting proposals from businesses or individuals who are interested in leasing part of a parcel of land on Lake Jackson for the use of waterfront concessions, including but not limited to, boat/ watercraft/ paddleboard/ kayak rentals. (No food trucks will be considered.) The property location is the south half portion of ([S-23-34-28-020-00H0-0200](#)), 4270 Lakeview Drive, Sebring, FL 33870 as detailed in the diagram within this solicitation. The lease term will be for a 12-month period, with the option to renew, if agreeable by both parties, for additional 12-month periods. Specifications & General Terms and Conditions may be obtained at **VendorRegistry.com**. Any questions regarding the specifications, terms and conditions, and/or the bidding process should be submitted to **[purchasing@mysebring.com](mailto:purchasing@mysebring.com)**.

Sealed proposals must be marked with the RFP number and delivered to the **City of Sebring Purchasing Office Attn: Jamee Cook, 368 S. Commerce Ave., Sebring, FL 33870** so as to reach the said office no later than **Friday, May 10, 2024, at 3:00 p.m.** of the official time clock in the Purchasing office, at which time they will be opened. Proposals received later than the date and time specified will be rejected. The City will not be responsible for the late delivery of any proposals that are incorrectly addressed, delivered in person, by mail, or any other type of delivery service. City Council reserves the right to accept or reject any or all bids/proposals or any parts thereof; and the award; if an award is made, will be made to the most responsible bidder/proposer whose bid/proposal and qualifications indicate that the award will be in the best interest of the City of Sebring. City Council reserves the right to waive irregularities in the bid.

**Fair Housing / Equal Opportunity Employer  
Jamee Cook, Purchasing Agent  
Sebring, Florida**

Proposals must include the following:

1. A detailed plan that outlines the proposed use of the land, including business hours/days per week.
2. How many square feet are needed for proposed use of the land.
3. Proposed financial compensation for the lease of the land.
4. Name of person, entity, or corporate name submitting response with name, address, and phone numbers of officers and directors, if any.
5. Description of any improvements the respondent wishes to make to the land.
6. A description of any public benefit that respondent's use of the property will provide.
7. Any other pertinent information, including appropriate licensure and insurance certificates.

*LICENSING: Respondents shall be fully licensed in the state of Florida and shall comply with all applicable laws, regulations, rules, and ordinances of local, state, and federal authorities having jurisdiction. Failure or inability on the part of the respondent to have complete knowledge and intent to comply with such laws, rules and regulations shall not relieve any respondent from its obligation to honor its response and to perform completely in accordance with its response. Proof of all relevant licenses is required as part of your proposal submittal.*

Sealed proposals must be delivered on or before **Friday, May 10, 2024, at 3:00 p.m.** to:

CITY OF SEBRING PURCHASING DEPARTMENT  
C/O Jamee Cook, Purchasing Agent  
368 S. Commerce Avenue  
Sebring, FL 33870

Anticipated Timeline:

Official Publication:	VendorRegistry.com
Dates:	April 10, 2024 – May 10, 2024
Advertisement:	Highlands News Sun – April 12, 2024
Review/Selection:	Week of May 13, 2024
City Council Approval:	May 21, 2024

Further information as available regarding the foregoing may be reviewed at the office of Kathy Haley, City Clerk, 368 South Commerce Ave., Sebring, FL 33870.

Property photo: (see red outlined area)

Highlands County Property Appraiser

Name, Address, Parcel ID  
S-23-34-28-020-00H0-0200  
4270 LAKEVIEW DR  
SEBRING, FL 33870  
DOR Code: 09 - MUNICIPAL  
Neighborhood Code: 3140 - LAKE JACKSON N.W.  
Owners  
CITY OF SEBRING  
Mailing Address  
368 S COMMERCE AV  
SEBRING, FL 33870  
Legal Description  
LAKE JACKSON BLVD SUB  
TB-PG 10  
LOT 20-LESS WLY 175 FT  
BLK H

Position: 81.4793° W, 27.4967° N