



## **Alamance Parks**

3916 R Dean Coleman Rd  
Burlington, NC 27215  
336-229-2410

### 1. REQUEST FOR PROPOSAL

#### Objective:

To provide horse riding services to the general public at Cedarrock Park.

#### Background:

Alamance Parks has provided horse trails at Cedarrock Park for decades. In recent years the park system has upgraded the experience for horse riding by creating a separate entrance with parking facilities, and overnight camping sites. In the fall of 2020 a 10-stall stable was built at the Equestrian Complex in anticipation of hosting a horse-riding service.

The selected provider will be able to utilize the barn and pasture areas as needed to provide the described service at the park.

#### Expectations:

- Provide a minimum of 8 months of service (i.e. March through October)
- Minimum of Saturday and Sunday operation. Availability of 4 group rides per day.
- Advanced notice of inability to provide service on a weekend.
- Utilize department reservation software or implement own to provide reservation access to the general public.
- Provide complimentary insurance to the county's policy. This should include \$1 million in liability coverage.
- Provide materials (seed/fertilizer) to reseed the horse pasture annually at the rates of: 15 lbs/acre of fescue and fertilizer at the recommended rate indicated by a soil test.
- All rides supervised by trained employees.

#### Host Provisions:

As part of this proposal Alamance Parks will provide the following services in concert with the horse-riding service:

- Trail Maintenance
- Mowing and Landscaping of horse facilities
- Electrical and water service

### 2. SUBMISSION GUIDELINES

#### Submissions must include the following information:

- Calendar proposal for active months including any weekends, days or time slots that the service will not be offered

- Daily schedule proposal
- Fee structure for rides
- The maximum amount of people you plan to take on rides
- Ages and weight limit you would place on the service as well as any other restrictions you would need to have in place such as lead time required for reservations
- Any requirements the park system will need to provide in order to provide the service.
- Supervision and staffing plan

Submissions can include Optional services such as but not limited to the following:

- On site lessons
- Birthday Parties
- Advanced instruction
- Pony Rides
- Mid-week activities

Contractor must provide the following:

- Care and feeding of animals
- Cleaning of stalls/barn interior
- Tack and other equipment needed
- *Insurance (details on example contract)*

Caveats:

Alamance Parks reserves the right to close trails for wet conditions, inclement weather or other conditions.

Winning Criteria

Contractors will be chosen based upon the perceived quality of service, pricing and availability.

Contract Length:

The contract for this service will be for one complete season/year of service as described above for the year 2024 (or possibly sooner depending on the availability of the provider). Up to a 2 year extension is available if agreeable between both parties.

**Direct all inquiries to:**

Jason Witherspoon, Programs Superintendent

Alamance Parks 3916 R.D. Coleman Road

Burlington, NC 27215

(336) 570-6288;

jason.witherspoon@alamance-nc.com