

LHMWD

**REQUEST FOR
QUALIFICATIONS**

**CAMPGROUND & MARKET
MANAGEMENT SERVICES**



FEBRUARY 28, 2014

BACKGROUND: The Lake Hemet Municipal Water District will solicit proposals later in 2014 for management services of its campground and market at Lake Hemet and Little Lake. In preparation of the request for proposals (RFP), the District is seeking a Statement of Qualifications (SOQ) from interested firms. A maximum of 4 firms that submit a SOQ will be invited to submit proposals.

When full, Lake Hemet has over 200 surface acres and includes 267 full and 26 partial hook-up campsites; 248 dry sites; a marina with docks and boat rentals; and shore and boat fishing with no body contact; and a retail sales market. Little Lake only includes day-time shore fishing with no body contact (no overnight use). Recent past gross receipts approximate \$1.5M. More information about the lakes and campground is available at lakehemet.org (note the website is maintained by the current management services provider).

REQUIREMENTS: The SOQ must include at least the following information about the firm:

- Experience providing similar services
- History
- Financial statement
- Key Personnel Resumes
- List of references with contact information

SOQs must be submitted by 5:00 pm, March 21, 2014 at the District Office at:

Lake Hemet Municipal Water District
P.O. Box 5039
26385 Fairview Avenue
Hemet, CA 92544

SCHEDULE: The campground and market are currently managed separately and both contracts expire in November 2014. Consequently, the new management services contract is planned to take effect in November 2014. Attached is a conceptual schedule for the selection process.

Please contact Mike Gow at 951.658.3241, ext. 238, or at mgow@lhmwd.org with any questions or comments.