Notice is given that the Wayne County Board of Commissioners is requesting bids from certified, licensed, and qualified and experienced firms to operate a bait shop, camp ground or other business proposal located at Jaycee Landing at 230 Jaycee Landing Rd, Jesup, GA 31545

Sealed bids must include detailed proposals. Sealed bids must be received no later than Wednesday, December 5, 2018 at 3:00 p.m. Bids may be hand delivered to the Wayne County Administrative office Attention Amanda Hannah, located at 341 E Walnut Street, Jesup, GA 31546 or mailed to PO BOX 270, Jesup, GA 31598. Bids must be sealed, addressed and clearly marked:

The Wayne County Commission reserves the right to reject any and all bids, with or without cause, to waive any informality in a bid, to terminate the process or re-advertise and solicit new or additional proposals, and to make awards in the best interest of Wayne County.

Specification for Operation of the Jaycee Landing Bait-shop & Campground

Jaycee Landing Park is located at 230 Jaycee Landing Rd, Jesup, GA 31545. The Landing: define as the area that currently includes the boat ramp, boat basin, bait shop, pavilion, campground, and parking lot.

1. **General Scope Specifications**:
   1. **Landing**

The Wayne County Commission is seeking someone to provide one or more visitor/business services at the Jaycee Landing including but not limited to the operation of a bait shop in the facility located at the landing.

The Bait Shop facility may be utilized by the operator as a full-time residence with limitations as described below:

* + Occupancy shall be limited to one person and spouse
  + No children below the age of 18 are allowed to stay overnight
  + The operator will be limited to three vehicle spaces
  + All vehicles shall be in working condition. No vehicle repairs on premises.
  + Parking spaces shall not be used as storage for vehicles, boats, or other equipment
  + The Bait Shop shall be operated, at a minimum, between the hours of one hour before dawn and one hour after dusk, seven days a week including holidays.
  + The Bait Shop will maintain a supply of live bait. (Minnows, crickets, and worms) at all times.
  + The Operator shall be responsible for all utilities, insurance, permits, and taxes required in operation of the bait shop.
  + The county will require a minimum of $250 per month for the use of the bait shop and facilities at the landing.
  1. **Campground**

The campground operation shall have the following limitations:

* All Campers and/or renters of camping space shall be registered with all pertinent information for verification and auditing by the County.
* Campers shall be limited to a three week stay, unless preapproved by the Wayne County Administrator. (Must be removed for 90 days after 3 week stay)
* No permanent structures shall be allowed to be erected by campers. Any and all permanent structures erected by the operator shall have prior approval from the County Administrator.
* No animals other than personal pet dogs or cats will be allowed
* All dogs must be leashed at all times
* Trash shall be at a central pick up point – No individual county provided trash cans
* The Operator shall be responsible for all utilities, insurance, permits, and taxes required in operation of the campground.
* The Operator shall be responsible for all utilities, insurance, permits, and taxes required in operation of the campground.
* The county will require a 10% surcharge to each rental fee, which will be payable on a weekly basis.
* No drugs on premises (Campground/Landing)
* Quiet time 11 p.m.-7am. (All motorized vehicles should be parked by the quiet time)
* Anyone operating any type of motorized vehicle, including golf carts, must be a licensed driver
* No climbing or driving on slopes; if caught you will be ask to leave with NO REFUND
* Obey ALL POSTED SIGNS at all times
* Keep all belongings within your rented campsite.
* FIREWORKS are strictly prohibited for the safety of all campers. No illegal discharge of firearm. (i.e. shooting guns without purpose)
* NO Disruptive behavior. If police are called for any reason, you will be required to leave and No Refunds will be given in any situation.
* Restrooms are used for restrooms only: (No cleaning dishes etc.)
* Insurance/Theft: Wayne County Board of Commissioners is not responsible in the case of theft of RV or contents thereof; nor for any damage caused by natural causes (i.e. tree falling): Nor for spoilage of refrigerator/freezer foods due to loss of electricity.
* Campfires must be in rings or fire pit. Never leave fire unattended and fire must be extinguished by beginning of quiet time.

1. **Food and Beverage Services**

The Operator may operate a food and beverage service offering pre-packaged and prepared food which may include, but not limited to, the preparation and sale of hot meals, beverages, snacks, ice cream, candy, etc. The Operator shall be responsible for all operational expenses associated with this and any other related service.

The Operator shall meet all applicable Health Codes and Standards for Concession Food Services, and shall meet inspection standards set by the Georgia Health Department. (Food Inspections officer)

1. **Merchandise Resale**

The operator shall provide bait and tackle, ice, and snacks for resale. The operator may also provide the following items for resale: T-Shirts, hats, sunglasses, sunscreen, bug repellants, souvenirs, charcoal and other similar items. (All merchandise shall be of high quality, environmentally friendly.)

1. **Tram/Tour Service/Special Events/Fishing Excursions Operation**

The Operator may provide special service tours, fishing and sightseeing excursions and other special outdoor events. These events and/or services shall have and be operated according to all appropriate laws and regulations. Operator will be responsible for appropriate licenses or permits for activities.

The operator shall provide all insurance and safety equipment as needed to operate the associated service.

All special events shall require pre-approval from the County Administrator at least 30 days prior to event also must have Wayne County Board approval. (Must have type event, location, date and required documentation of insurance)

The operator shall be responsible for Management all aspects of the event sponsor/initiated by the same. This shall include, but not limited to the planning, advertising, booking, and scheduling of Events or tours. The establishment of appropriate fees shall be the responsibility of the operator. Event related services such cleaning all facilities and special needs for event shall be the responsibility of the operator. If the county puts on a event the county will be in charge for clean up and trash at the event.

The operator shall offer a tram/tour service on the river.

The operator shall offer kayak and canoeing rental service on the river.

The County will require a minimum surcharge for all events of 10%.

1. **Facilities, Space, and Equipment.**

The Operator shall ensure the proper and safe use of the following facilities, spaces, and equipment.

* Monitor access to ramp and any illegally, parked vehicles
* The boat ramp and public restrooms, which shall be open to the general public during normal operating hours.
* The main parking lot.
* The existing bait shop building.
* The existing pavilions and docks located at the landing.
* The existing campground located on the bluff directly behind and above the Bait shop.

Any additional use of facilities, space, and equipment for the visitor service operations, shall be included in the proposal and shall be subject to prior approval from the County Board of Commissioners.

1. **Marketing Plan**

Proposals should include a detailed business plan including, but not limited to, the following components:

* Detailed utilization of facilities, space and equipment in providing services
* Staffing plans
* Marketing plans
* Detailed plan and schedule for opening campground
* Plan for increasing visitation and revenue

1. **Submission of Proposals**

Bids shall be submitted to the Wayne County Board of Commission office attention Amanda Hannah, no later than Wednesday, December 5, 2018 at 3:00 p.m.

Bids may be mailed to Wayne County Board of Commission: PO Box 270, Jesup, GA 31598. Or hand delivered to 341 E Walnut Street Jesup, GA 31546.

Operators will be subject to a background/credit checks.