



DATE November 6, 2017

To: Interested "Cars for Sale by Owners" Companies or similar services

From: Rebecca Bartling, CEO

Re: Parking Lot Rental Facilities

### REQUEST FOR PROPOSAL

The Sonoma County Event Center at the Fairgrounds (hereinafter referred to as "Corporation") is seeking proposals from all interested and qualified parties to contract for the Sonoma County Fairgrounds Brookwood Parking Lot South. **If you wish to bid on this proposal, contact Lorna Fox at [lfox@sonomacountyfair.com](mailto:lfox@sonomacountyfair.com) for the instructions on downloading the proposal document.**

Enclosed are specifications for submitting your proposal for our consideration. All proposals will be carefully reviewed and the award will be done in the interest of the public based on the Proposer's experience, qualifications, financial benefit to the Corporation, and other factors.

Sealed proposals will be received at the Corporation's Administration Office, 1350 Bennett Valley Road, Santa Rosa, CA 95404, **no later than 4:00pm November 30, 2017.** Proposals received later than 4:00 p.m., Pacific Daylight Savings Time, on this day will not be accepted. All proposals must be clearly marked "Brookwood Parking Lot Rental Proposal" (See page 4 for details). **Four packets of identical materials must be submitted.**

All inquiries and responses **must be made via e-mail; phone calls will not be accepted.**