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2019 Parking Attendant Services

The Logan County Commissioners and the Logan County Fair Board are accepting letters of interest for a local organization to provide personnel to serve as parking control attendants in the south parking lot at the Logan County Fairgrounds during the 2019 Logan County Fair on August 1 - 11, 2019. Services will be required only during the high traffic volume times described below.

Parking attendants are required at the following times:

- Friday, August 2 - Attendants must be on site from 3:30 to 7:30 p.m.
- Tuesday, August 6 - Attendants must be on site from 5 to 9 p.m.
- Wednesday, August 7 - Attendants must be on site from 5 to 9 p.m.
- Thursday, August 8 - Attendants must be on site from 5 to 9 p.m.
- Friday, August 9 - Attendants must be on site from 5 to 9 p.m.
- Saturday, August 10 - Attendants must be on site from 11 a.m. to 10 p.m.
- Sunday, August 11 - Attendants must be on site from 3:30 to 7:30 p.m.

Vehicles entering may be charged no more than \$2 charge per vehicle and if a vehicle leaves and comes back it must be charged again. The selected organization will get to keep ALL monies collected as FULL compensation for its services.

The south parking lot has a capacity of approximately 200 parking spaces.

A minimum of three (3) people must be staffed at all times during these activities. More people are desirable during busy evening events.

Personnel must use flashlights and reflective vests provided by the organization while on site after dark.

One organization will be selected to provide all of the parking services for the duration of the Fair. In the event of multiple letters of interest, selection will be based on a lottery.



Submit your letter of interest to the Logan County Fair Board by 5 p.m. on March 29, 2019. All letters should be submitted in a sealed envelope and marked with "Parking Attendants". The Fair Board will be opening the letters on April 11, at the Fair Board meeting. Notification will be April 19, after the Commissioners have approved the proposal. Supporting paperwork should include name of organization, address, supervising agent, telephone number and proposed amount, and if required proof of insurance.

The Board of Commissioners reserve the right to reject any or all bids and to accept the proposal deemed to be in the best interest of Logan County.

This letter of interest is submitted to the Logan County Commissioners and Logan County Fair Board by:

Name of Organization

Name of Supervisor

Telephone Number at Fair Time (cell phone)

Address

Telephone Number