CITY OF APALACHICOLA
REQUEST FOR PROPOSALS

RFP No. 2026-011
OPERATION OF THE CITY HAUL-OUT FACILITY

The City of Apalachicola is requesting sealed proposals from qualified marine service firms to operate the City-owned Haul-Out Facility, including its 50-ton mobile boat hoist (travel lift), under a concession operating agreement. The selected Operator will provide vessel haul-out and launch services to the public and will pay the City a flat Monthly Base Fee of $1,500.00 plus ten percent (10%) of all Haul-Out Revenue, as described in Section 4.

The successful bidder will be granted the exclusive right to operate the municipal marina haul-out facility and will additionally be permitted to establish and operate an independent, commercial marine-related business on the designated city property. All proposed secondary business activities must comply with local zoning regulations and receive prior written approval from the City.

The City will be responsible for maintenance of the Facility and equipment, except Localized Upkeep, which is the Operator's responsibility, as described herein. The agreement term is three (3) years with options to renew for two (2) additional one-year terms (years 4 and 5).

Sealed and complete hardcopy proposals with original or electronic signature and three (3) additional copies, plus one (1) complete electronic copy (PDF) on a USB drive, must be received no later than December 16, 2026, 12:00 P.M., local time, at the following location:

City Hall
1 Bay Avenue
Apalachicola, Florida 32320
Attention: Operations

The face of the sealed envelope shall be plainly marked identifying the proposer, and the RFP title and number. Proposals received after closing time will not be accepted. Multiple proposals from the same entity will not be accepted. Immediately afterward, proposals received will be opened and publicly acknowledged. Interested parties may attend.

An optional pre-proposal site visit will be held at the Haul-Out Facility on November 18, 2026, at 10:00 A.M., Eastern time. Attendance is not required to submit a proposal. Firms unable to attend may arrange an individual site visit through the Contact Person no later than November 25, 2026. Questions arising from any site visit must be submitted in writing by the question deadline below; oral answers given at a site visit are not binding.

At the conclusion of the selection process, a Notice of Intent to Award will be posted to the City's website at https://www.cityofapalachicola.com/. Complete specifications and any addenda will be posted to the City's website. Proposers are responsible for obtaining addenda and are advised to check the website frequently.

Any questions concerning the RFP should be submitted in writing no later than December 2, 2026, at 2:00 P.M., local time, to:

Micah Priest, Director of Operations

Apalachicola City Hall

1 Bay Avenue

Apalachicola, Florida 32320

mpriest@cityofapalachicola.com

The City of Apalachicola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs, and activities. Please contact Michelle Hay, City Clerk and 504/ADA Coordinator, at mhay@cityofapalachicola.com or call (850) 653-9319. Requests must be made at least 48 hours in advance of the event to allow the City time to provide the requested services.

The City reserves the right to accept or reject any or all proposals, to waive any informalities, and to re-advertise when deemed in the best interest of the City. The City of Apalachicola is an equal opportunity employer and agency, and it strictly requires all contractors, vendors, and bidders responding to its Requests for Proposals (RFPs) to adhere to the same non-discrimination standards.