

Lake Metroparks
NOTICE
REQUEST FOR PROPOSALS
2017-068
ONLINE TICKETING SERVICES PROVIDER

Notice is hereby given that sealed proposals will be received by the office of Lake Metroparks, until 10:00 AM local time Tuesday, January 23, 2018, for performing all work necessary and incidental to the online sale of tickets to multiple annual Lake Metroparks events, as described below.

Proposals shall be delivered and addressed to the Lake Metroparks Purchasing Department, 11211 Spear Road, Concord Township, Ohio, 44077, and shall be labeled "2017-068 Online Ticketing Provider". Any Offeror who wishes his proposal to be considered is responsible for making certain that his proposal is received in the Purchasing Department by the proper time. No oral, telegraphic, electronic, facsimile, or telephonic proposals or modifications will be considered unless specified. Proposals received after the scheduled Submittal Deadline will be returned unopened.

It is the responsibility of the Offeror to see that any Proposal submitted shall have sufficient time to be received by the Lake Metroparks Office before the Submittal Deadline. Late proposals will be returned to the Offeror unopened. Proposals will not be opened publicly.

The receiving time in the Lake Metroparks Office will be the governing time for acceptability of proposals. Proposals must bear original signatures and figures.

Specifications. This Request for Proposal may be downloaded at no charge at www.lakemetroparks.com, go to "About Us", "Bids".

Questions regarding this proposal shall be addressed to:

- Elizabeth Mather, Chief of Technology
11211 Spear Road
Concord Township, Ohio 44077
(440) 639-7275 Ext 1106
emather@lakemetroparks.com

All questions must be in writing and must be received by 4:00 PM local time on Tuesday, January 16, 2018. An addendum may be released answering all questions.

Executive Director

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