

LEGAL NOTICE TO BIDDERS

Memphis Management Group, LLC (MMG) on behalf of the
Memphis Convention Center Commission

Hereby issues a Request for Proposal (RFP) for **Unarmed Event Security and Public Safety Services** at the Renasant Convention Center and the Cannon Center for the Performing Arts (RCC)

Bids may be obtained at the office of the Renasant Convention Center, 3rd Floor, Administration, 255 North Main Street, Memphis, Tennessee 38103 between the hours of 9:00 a.m. to 4:00 p.m., Monday through Friday. Bids may also be retrieved at www.renasantconventioncenter.com (find the "Open RFPs" link in the "About Us" tab).

CRITICAL DATES:

Issue Request for Proposals:	Mon., August 21, 2023
Mandatory Pre-proposal Conference / Site Inspection:	Wed., August 30, 2023, 10:00 a.m.
Due Date for Proposals:	Fri., Sept 22, 2023, 4:00 p.m.
Evaluate Proposals:	Tues., October 3, 2023
Interview Proposers if required:	Mon., October 16, 2023
Announce Apparent Successful Proposer:	Fri., October 20, 2023
Notify Unsuccessful Proposer(s):	Mon., October 23, 2023
Contract Executed	TBD

(All times are CST)

The Award of a contract will be determined solely by MMG (if any), and will be based on the criteria outlined in the Bid package. MMG ENCOURAGES THE PARTICIPATION OF MBE and WBE BUSINESSES - as defined by the City of Memphis Purchasing Policies and Procedures guidelines.

GENERAL INSTRUCTIONS TO BIDDERS

Unsigned bids will be considered nonconforming. Bids containing terms and conditions other than those contained herein may be considered nonconforming.

BID BOND REQUIRED: A bidder's bond or certified or cashier's check on a solvent bank payable to Memphis Management Group, LLC in the amount of 5% of the bid must accompany the proposal. Said instrument to remain in effect until (and will be returned only after) the contract has been fully executed and secured. Questions regarding the Bid Bond should be directed in writing via email to Chuck Jabbour at cjabbour@memphisrcc.com or via fax at 901-576-1212.

All bonds shall be issued by a surety company licensed to do business in the State of Tennessee.

MMG reserves the right to reject any and all bids and to waive any informality in bidding.