

City of Lawton REQUEST FOR PROPOSALS

MAIL SEALED PROPOSALS TO: City Clerk City of Lawton 212 SW 9 th Street Lawton, OK 73501		DIRECT INQUIRIES REGARDING FORMS: justine.guevara@lawtonok.gov colbie.gilbert@lawtonok.gov QUESTIONS REGARDING BID: www.bidsync.com/bidsync-cas/	
Date Proposal Typed: June 28, 2023	Date(s) Advertised: July 2, 2023	No Proposals Received After: August 15, 2023 2:00 P.M.	
Proposal Number and Title: RFPCL23-041 Management and Operations of Schoolhouse Slough at Lake Lawtonka Requirements-type Proposal: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no		Proposal valid until: <div style="text-align: center;">December 31, 2023</div>	
Bid Openings are held at Lawton City Hall 2 nd Floor Conference Room 212 SW 9 th Street Lawton, OK 73501 @ 2:00 pm		Reason for No Proposal:	
Vendor Name and Point of Contact: <div style="text-align: center;">Scott James</div>		Mailing Address: 2319 NE Village Drive	
City: Lawton State: OK Zip: 73507	Delivery:		
Area Code and Phone Number: 580-351-4248	Email Address: soonerinteriors@yahoo.com		
Federal Employer Identification Number or Social Security Number			

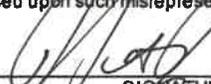
THIS PROPOSAL INVALID IF NOT SIGNED AND NOTARIZED

AFFIDAVIT:

STATE OF Oklahoma COUNTY OF Comanche, of lawful age, being first duly sworn, on oath says that:

1. Affiant is the duly authorized agent of the bidder/vendor and/or contractor submitting the competitive bid and executing the contract which is attached to this statement, and that as such agent Affiant has the authority to bind the bidder/vendor, whether an individual, partnership, or corporation, for the purpose of negotiating and entering into said agreement, and for certifying the facts pertaining to the existence of collusion among bidders and between bidders and City officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached; 2. Affiant is fully aware of the facts and circumstances surrounding the making of the bid and/or the procurement of the contract to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bids; 3. Neither the bidder/vendor nor anyone subject to the bidder/vendor's direction or control has been a party: a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding, b. to any collusion with any municipal official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, c. in any discussions between bidders and any municipal official concerning exchange of money or other thing of value for special consideration in the letting of a contract, nor d. to paying, giving or donating or agreeing to pay, give or donate to any officer or employee of the City of Lawton, any money or other thing of value, either directly or indirectly, in procuring the contract to which his statement is attached. 4. Affiant further agrees to be held personally liable in the event that Affiant has misrepresented the scope or extent of Affiant's authority to bind the bidder herein, and to indemnify and hold harmless the City of Lawton its departments, boards, commissions, agencies, institutions, and all employees of the aforementioned from all damages based upon such misrepresentation, including but not limited to all costs and attorney fees incurred, in addition to any other remedies available by law.

Firm: Scott James
 Address: 2319 NE Village Dr
Lawton, OK 73507
 (City, State, Zip)
 Phone: 580-351-4248


 SIGNATURE OF AUTHORIZED AGENT
 Scott James Owner/ President
 PRINT/TYPE NAME/TITLE
 Subscribed & sworn before me this 15th day of August, 2023.

 My Commission expires: April 18 2026
 Notary Public

CONDITIONS FOR SUBMITTING PROPOSALS
PAGE 1 OF 11

FORM REVISED 2/14/22

ALEXANDER LOUIS
 Notary Public - State of Oklahoma
 Commission Number 22005428
 My Commission Expires Apr 18, 2026

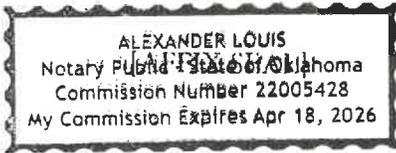
AFFIDAVIT FOR PAYMENTS IN EXCESS OF \$25,000.00
CITY OF LAWTON, STATE OF OKLAHOMA

STATE OF Oklahoma

COUNTY OF Comanche

SS

The undersigned (architect, contractor, supplier or engineer), of lawful age, being first duly sworn, on oath says that this contract is true and correct. Affiant further states that the (work, services or materials) will be (completed or supplied) in accordance with the plans, specifications, orders or requests furnished the affiant. Affiant further states that (s) he has made no payment directly or indirectly to any elected official, officer or employee of the City of Lawton, any county or local subdivision of the state, of money or any other thing of value to obtain or procure the contract or purchase order.



Scott James

Business Name / Contractor Name

[Handwritten Signature]
Signed _____
Print : Scott James

Attested to before me this 15th day of August 2023.

[Handwritten Signature]
Notary Public Alexander Louis

My Commission Expires April 18 2026.

NOTE: Copy of this Affidavit must be attached to any invoice submitted by an architect, contractor, or engineer or supplier for work, services, or materials completed or supplied under the terms of the contract or contracts in excess of \$25,000.00.



CITY OF LAWTON
212 SW 9th Street
Lawton, Oklahoma 73501
(580) 581-3500

CONTRACTOR'S CERTIFICATE OF COMPLIANCE
WITH NON-DISCRIMINATION PROVISIONS OF THE CONTRACT

In accordance with the provisions of this Contract relating to non-discrimination, it is hereby certified that I/we have complied with the provisions of Section 10-1-112 of the Code of Ordinances of the City of Lawton in the performance of any work in connection with this Contract.

RFQCL-233-041

Contract Number

8.14.2023

Date

Scott James

Name of Contractor (Print)



Signature, Member of Firm or Officer of Corporation

Owner/ President

Title

SIGNATURE PAGE

CITY OF LAWTON, OKLAHOMA
A Municipal Corporation

STAN BOOKER, MAYOR

ATTEST:

TRACI HUSHBECK, CITY CLERK

APPROVED as to form and legality on behalf of the CITY of Lawton, Oklahoma,
this 14th day of August, 20 23.

JOHN RATLIFF, CITY ATTORNEY

VENDOR: _____

Scott James

Printed Name _____

Owner/ President

Title _____

Bid Form

Management and Operation of Schoolhouse Slough at Lake Lawtonka

City of Lawton
Finance Department
212 SW 9th Street
Lawton, OK 73501

Proposals will be received at the address above until August 15, 2023 at 2:00pm.
Late proposals will not be considered.

Company Name: Scott James

Company Representative: Scott James

Company Address: 2319 NE Village Drive
Lawton, OK

Company Phone: 580-351-4248

Attach proposal, business plan, business resume, and certificates/licenses per RFP

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific instructions on page 3.

	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Scott James	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ <u>S</u> Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions. 2319 NE Village Drive	Requester's name and address (optional)
	6 City, state, and ZIP code Lawton, OK 73507	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number											
<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 10%;"></td><td style="width: 10%;"></td> </tr> </table>											
Employer identification number											
<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 10%;"></td><td style="width: 10%;"></td> </tr> </table>											

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Scott James
2319 NE Village Drive
Lawton, Oklahoma 73507
Mobile # (580) 351-4248
E-mail: soonerinteriors@yahoo.com

PROPOSAL SUBMITTED TO
NAME: City of Lawton, Ok
ADDRESS: 212 SW 9th St
CITY, STATE: Lawton, Okla. 73501

WORK TO BE PERFORMED AT
ADDRESS: School House Slough
CITY, STATE: Lawton, Okla.
PROPOSAL DATE: 08.14.2023
PHONE NO: (580) 581-3328

We hereby propose to perform the proposal for: **RFQCL23-041 Management and Operations of School House Slough at Lake Lawtonka**

I Scott James propose the leasing of **School House Slough at Lake Lawtonka**
Management and store operations to include but not limited to fuel pumps, dry stalls, wet stalls
camping and trailer spaces

Amount of proposal **\$ 1,700,000.00**

BUSINESS PLAN

School House Slough Store & Rentals
195 Slough House Road Lawton, Oklahoma 73505

August 14, 2023

Executive Summary

The Ownership

The Company will be structured as a sole proprietorship.

The Management

The Company will be managed by Jackie Scott James.

The Goals and Objectives

To provide a convenience store, fuel service and rental spaces Lake Lawtonka, Oklahoma

Year One:

Perform critical infrastructure repairs to convenience store, fuel pumps and water and sewer repairs for rental spaces.

Provide propane refills tanks for campers, Contact with a fiber internet company to provide high speed internet to school house slough residents. Improve security lighting at the boat dock, ramp and store.

Establish a kayak and paddle board rentals for the public (jet skis and pontoon rentals will come at years two and three respectively.

Actively search for grants for repairs to boat dock and ramp

Year Two:

Upgrade fuel system to point of sale, Install self serve ice kiosk at store and by main entrance. Install a short order grill and made to order pizzas. Repairs to existing roads in campground and add additional camping spaces to the north camping area. Start planing for new water and sewer for north campground and repairs to existing area at school house slough.

Year Three:

Start plans and construction for new playground equipment, picnic pavilion for school house slough residents. construct new trash enclosure to limit trash blowing around.

Year Four:

Repair roads for campgrounds and boat trailer parking lot

Year Five:

Install new boat dock and repairs to boat ramp.

The Products and Services

Retail convenience store items and refueling services.

The Target Market

The Company 's target market has the following characteristics:

- Other: People who visit Lake Lawtonka.

Pricing Strategy

The Company will make use of an economy pricing strategy.

Business Plan - School House Slough Store & Rentals

The Company

Business Sector

The Owner would like to start a business in the following industry: retail sector.

Company Goals and Objectives

To provide a convenience store, fuel service and rental spaces Lake Lawtonka, Oklahoma

Year One:

Perform critical infrastructure repairs to convenience store, fuel pumps and water and sewer repairs for rental spaces.

Provide propane refills tanks for campers, Contact with a fiber internet company to provide high speed internet to school house slough residents. Improve security lighting at the boat dock, ramp and store.

Establish a kayak and paddle board rentals for the public (jet skis and pontoon rentals will come at years two and three respectively.

Actively search for grants for repairs to boat dock and ramp

Year Two:

Upgrade fuel system to point of sale, Install self serve ice kiosk at store and by main entrance. Install a short order grill and made to order pizzas. Repairs to existing roads in campground and add additional camping spaces to the north camping area. Start planing for new water and sewer for north campground and repairs to existing area at school house slough.

Year Three:

Start plans and construction for new playground equipment, picnic pavilion for school house slough residents. construct new trash enclosure to limit trash blowing around.

Year Four:

Repair roads for campgrounds and boat trailer parking lot

Year Five:

Install new boat dock and repairs to boat ramp.

Company Ownership Structure

The Company will be structured as a sole proprietorship.

Ownership Background

- Owner: Jackie Scott James
Experience and training: Scott has 25 years in commercial contracting business and 15 years in retail automotive supply.

Company Management Structure

The Company will be managed by Jackie Scott James.

Company Assets

The Company has the following assets:

- Real Property, with an estimated value of \$250,000.00.
- Equipment, with an estimated value of \$225,000.00.
- Shares or stocks, with an estimated value of \$75,000.00.
- Asset: _____, with an estimated value of \$ _____.

The Products and Services

The Products and Services

Retail convenience store items and refueling services.

Marketing Plan

The Target Market

The Company 's target market has the following characteristics:

- Other: People who visit Lake Lawtonka.

Location Analysis

Business is located adjacent to the boat ramp and provides easy access for lake goers.

Pricing

The Company will make use of an economy pricing strategy.

Advertising

The Company will promote the business through:

- Online channels (website, Google ads, etc.)
- Email marketing (newsletters, brand story, etc.)
- Social media

The annual budget for advertising is: \$5,000.00.

I CERTIFY that I have opened, read, and recorded herein all bids received and listed below:

ABSTRACT OF BIDS

Signature: *Colbie Gilbert*

CL/RFP Number RFPCL23-041	Page <u>1</u> of <u>1</u>	Bidder Number <u>1</u>	Bidder Number <u>2</u>	Bidder Number <u>3</u>
CL/RFP Title Management & Operations of Schoolhouse Slough at Lake Lawtonka	Date Opened: August 15, 2023	Scott James 2319 NE Village Dr Lawton, OK 73507 580-351-4248 soonerinteriors@yahoo.com		
Buyer Colbie Gilbert	Number of ADDENDA Issued NONE	Addenda Acknowledged N/A		
DELIVERY:		As required		
CORPORATE SEAL OR NOTARY:		Yes		
AFFIDAVIT OF PAYMENTS....\$25,000:		Yes		
CERTIFICATE OF INSURANCE ENCLOSED:		N/A		
		Amount of Proposal		
		\$1,700,000.00		