

**Expression of Interest (EOI)
BC Rodeo Association Finals**

An Expression of Interests is being offered to applicants who are interested in producing the 2018 BC Rodeo Association Finals. The awarded 2018 Finals committee and Vision 2020 shall work together to produce a finals that may include a Wildcard Performance and a 3 day Finals.

Advertising Period: The Expression of Interest will be advertised from November 1, 2017 to November 30, 2017

Registration Deadline: November 30, 2017

All interested parties must register with the BC Rodeo Association office to ensure they receive all information and updates. Submissions **will not** be accepted by those not registered by the registration deadline

Proposal Package: The BCRA Office shall provide proposal packages from November 10, 2017 to November 30, 2017

Deadline for Questions: November 25, 2017

To ensure consistency and fairness in the Request for Proposal process, all questions regarding the proposal **must be emailed** to the BC Rodeo Association office at bcrodeoassn@gmail.com with 'BC Rodeo Association Finals RFP' in the subject line.

Question and Reponses provided to Registered Respondents: November, 30, 2017

A cumulative report of all questions and responses will be provided to all registered parties on November 30th. The report shall not include the names of the respondents.

Proposal Closing Date and Time: 10:00a.m. December 15, 2017

Closing Location: BC Rodeo Association, 2393 Back Valley Rd., Cache Creek, BC

All proposals must be submitted to the BC Rodeo Association at the closing location by the indicated closing date and time. Proposals submitted after the closing date and time or at an alternate location **will not** be accepted.

Proposal Review and Meetings: December 16, 2017 to December 25, 2017

Should a list of shortlisted applicants be established, the BCRA Board of Directors may request a meeting with the shortlisted applicants to further determine the successful applicant.

Applicants must have a designate available to meet with members of the Board of Directors.

Proposal Award: December 31, 2017

The proposal shall be rewarded by December 31, 2017