

CALL FOR BIDS
For
CONCESSION SERVICES AT KOOTENAI FALLS
Lincoln County

INTRODUCTION

Lincoln County is requesting sealed bids from qualified vendors to provide concession services at Kootenai Falls, a high-use recreational area within Lincoln County. The selected vendor(s) will operate concessions for visitors during the designated operating season under terms established by the County.

SCOPE OF SERVICES

The successful bidder will be responsible for providing concession services and park cleanliness, which include but are not limited to:

- Food and/or beverage sales (alcohol sales prohibited)
- Operation of a mobile or temporary concession setup
- Maintain the concession area, restrooms and an adjacent area designated by the County in a clean, safe, sanitary, and professional condition at all times.
- Ensure that no litter, debris, grease, wastewater, or food waste accumulates in or around the concession site.
- Immediately address spills or safety hazards.
- Compliance with all local, state, and federal regulations

Concession services may be operated from a self-contained trailer or mobile unit or use the provided building, subject to County approval. Any self-contained unit must include all equipment, potable water supply, wastewater collection, and other systems necessary to operate independently and in compliance with all applicable local, state, and federal regulations.

Electricity is provided on site; Contractor will be responsible for paying for service. Garbage disposal service is available at no additional cost.

No potable water is available at the concession site. The successful bidder shall be responsible for providing all potable water necessary for operations, including food preparation, handwashing, and cleaning, in compliance with applicable health department requirements.

The successful bidder shall also be responsible for providing an approved wastewater solution, including the collection, storage, and lawful disposal of wastewater generated by concession operations. All water and wastewater systems must comply with local, state, and federal regulations and be approved by the appropriate regulatory authorities.

TERM OF AGREEMENT

The anticipated term of the concession agreement will be for a term of three years [April 2026-October 2028], with the option for renewal at the County's discretion based on performance and mutual agreement.

BIDDER REQUIREMENTS

Bidders must:

- Be legally authorized to conduct business in the State of Montana
- Obtain and maintain all required licenses and permits.
- Provide proof of insurance meeting County requirements.
- Comply with health department and food safety regulations.
- Maintain the concession area, restrooms and surrounding park area in a clean, safe, and professional manner.

INSURANCE REQUIREMENTS

The Contractor shall not commence work under this contract until all insurance required under this section has been obtained. The Contractor shall not allow any subcontractor(s). Also, the Contractor agrees that during the term of this contract, and at their sole cost and expense, they shall provide and maintain insurance coverage reasonably associated with the contract. At a minimum, the Contractor shall maintain the following coverage and limits:

Comprehensive General Liability Insurance:

- Bodily Injury: \$300,000 per occurrence / \$600,000 aggregate
- Property Damage: \$300,000 per occurrence / \$600,000 aggregate

Additional insurance requirements may be specified prior to contract execution.

BID SUBMISSION REQUIREMENTS

Each bid must include the following:

- a) **Bidder Information**
 - Business name
 - Contact person
 - Mailing address
 - Phone number and email
- b) **Description of Proposed Concession**
 - Products/services to be offered
 - Equipment and setup description
 - Proposed hours and days of operation

Lincoln County reserves the right to reject any or all proposals received, to waive informalities therein, to postpone the award of the contract for a period of time not to exceed thirty (30) days and to accept the lowest responsive and responsible proposal(s) determined to be in the best interests of Lincoln County. Past performance and ability to deliver will be two of the criteria used in the bid award.

Questions should be directed to Nikki Fox by phone at (406) 283-2319 or by emailing nfox@libby.org.

Sealed proposals must be received at the Clerk and Recorder's Office, Lincoln County Courthouse, 512 California Avenue, Libby, MT 59923 no later than 5:00 p.m. MST on Tuesday, March 10, 2026. The envelope containing the sealed bid will be labeled "BID FOR KOOTENAI FALLS CONCESSIONS".

Bids will be opened and read aloud at the public meeting of the County Commissioners at 11:00 a.m. MST on Wednesday, March 11, 2026, in the County Commissioners' room, 512 California Avenue, Libby, MT.

Late submissions will not be accepted.

Legal Ad Publish: Wednesday, February 25, 2026
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