



County Administrator's Office

340 South Sixth Street
Wytheville VA 24382-2598
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REQUEST FOR PROPOSALS Arena Seating

The County of Wythe, Va., requests proposals from interested and qualified firms for design, manufacture and installation of stadium seating for a 90,000-square foot indoor sports arena. The primary use is a hockey arena, but seating must provide flexibility to use the venue for concerts, expos and other sports. The venue has a concourse level and a lower level four feet below the concourse. An embedded ice rink is centered on the lower level.

The Project

The Appalachian Exposition Center is located at the intersection of I-81 and I-77 near Wytheville, Va., on Exit 77. It is the centerpiece of an economic development initiative tied to tourism and a heavy slate of spectator sports, concerts, expos and events. The venue is home to the Blue Ridge Bobcats of the Federal Prospects Hockey League. The county desires to add as many permanent seats as possible to the arena in support of the lessee's schedule of events. The rated capacity of 5,390 contemplates approximately 4,000 permanent seats, 1,000 temporary floor level seats and 390 unseated support personnel, players and performers.

Proposal Criteria

Wythe County seeks proposals for a permanent seating solution for the building. The county will score highest those proposals which meet the following criteria:

- Maximize the number of seats with the least amount of additional construction, while meeting or exceeding code life, safety and railing requirements
- Meets state and local requirements for handicapped seating and access
- Walk-through access to all seating levels
- Best lines of sight (least number of obstructed views, closest to action) for all patrons
- Accommodates 20-inch seats or greater, unless it cannot meet expected capacity
- Accommodates team facilities for press box
- Accommodates team entry onto and off of rink, ice conditioner access (Zamboni)
- Fully retractable seats on the lowest level
- Selection of available seating colors and configurations
- Greatest number of fold-up or upright-return seats with armrests and cupholders
- Greatest flexibility (retractability or towability of goal-end seating, etc.)
- Easiest seats, aisles and rows to clean and maintain
- Track record of quality and extended service life of seating
- Cost represents best value to the County
- Proposed installation schedule that provides the best value to the County and lessee

A pre-proposal meeting will be held at the Apex Center Tuesday, September 12, 2023 at 10 a.m. at 200 Apex Drive, Wytheville, VA 24382. Electronic blueprints and county CAD drawings are available for use by proposers. Submit requests for support documents to matt.hankins@wytheco.org.

To respond, submit an electronic package on a USB drive with the following:

- Introduction and qualifications of interested firm(s)
- Written description of design and criteria used for design development
- CAD drawings (.pdf preferred) of proposed layout
 - 3D views or fly-throughs of proposed design helpful, but not required
- Detailed breakdown of proposed costs, including installation
- References where the proposed seating type(s) is currently in use
- Sample seat, if available (returned after selection process is complete)
- Availability and expected installation date, if selection is made October 11, 2023

Proposals are due by 2 p.m. Friday, September 29, 2023. Send three hard copies of proposal and an electronic copy on USB drive by courier to: Wythe County Board of Supervisors, Attn: Hankins/Arena Seating, 340 South Sixth Street, Wytheville, VA 24382. Do not send proposal packages to the arena. Email submissions will not be accepted.

Wythe County is an equal opportunity offeror; disadvantaged business enterprises encouraged to respond. Wythe County is not responsible for packages that are late, lost, damaged, misdirected or otherwise undelivered.