



Appalachian Regional Exposition Center Authority
290 Ready Mix Road
Wytheville, VA 24382

Matthew Miller, Chair
Bob Litton, Vice Chair

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APEX Management Proposal Information Sheet

Site Information

Address – 290 Ready Mix Road
41 acres located on the I-81/I-77 overlap at Exit 77.
90,000 square foot arena building (300'x300') with a 150'x300' arena.
Seating capacity – Arena events approximately 2,800. Approximately 5,000 with floor seating.
Construction of facility is anticipated to be completed by November, 2018

Additional Informational Items including construction documents, economic impact study, etc. available at <http://www.wytheco.org/index.php/appalachian-regional-exposition-center.html>

Goal

The Appalachian Regional Exposition Center Authority (ARECA) desires entering in a management agreement with qualified firm for promoting, operating, maintaining and manage the facility and property, including a pre-operational management and consultation agreement.

Successful firm shall be responsible for day-to-day operation of the facility and all activities there-in following the policies of the Appalachian Regional Exposition Facility and the powers given to the authority as a public recreational facility authority under the Code of Virginia. Day-to-day operation of the facility includes, but is not limited to maintaining facility, procuring equipment and supplies necessary for operation, financial management and record keeping, employment of full and part-time employees, advertising, soliciting, promoting, and executing usage agreements with renters of facility, coordinating supplies and equipment needed for renter's events, etc.

Submittals

Interested firms are encouraged to submit package including five copies of qualifications and references. All proposals should be sealed and clearly marked "APEX Management Proposal". Proposals shall be received by 2:00 pm Monday, August 6, 2018 at the County Administration Office, Attn: Martha Collins, 340 South Sixth Street, Wytheville, VA 24382.

Questions

Any questions regarding proposal request should be sent in writing, via email, to the ARECA Chairman Matthew Miller (mamille6@vt.edu).