

Reusable Masks

**Request for Proposal Number NB05122020**

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# Introduction:

The Encore Boston Harbor currently under development in Everett, Massachusetts is a $2.5 billion five-star global destination gaming resort that will feature 671 hotel rooms with sweeping views of the Boston skyline and Boston Harbor, an ultra-premium spa, specialty retail, award-winning dining, and state-of-the-art ballroom and meeting spaces. The three-million square foot resort is the largest private single-phase development in the history of the Commonwealth.

Situated on the waterfront along the Mystic River and connected to the Boston Harbor, Encore Boston Harbor opens up the Everett shoreline to the public for the first time in more than a century by creating a six-acre park along the water featuring pedestrian and bicycle paths, an events lawn, picnic and public viewing areas, ornate floral displays, and retail and dining experiences that overlook the Encore Harbor Walk.

Guests and employees can connect to points across the region via a robust transportation system that Encore Boston Harbor is introducing. The resort is expected to open in summer of 2019.

# Evaluation Process:

Wynn MA, LLC (“Encore”) is issuing this Request for Proposal (“RFP”) for goods and/or services as more specifically detailed in attached Addendum A (collectively, the “Services”).

Procedure:

* Communication: All supplier communication regarding any aspect of this RFP or the underlying requirements must be directed to the Encore Procurement Department individual who issued this RFP to your firm.
* We reserve the right to reject any proposal for any reason.
* We may request additional information from supplier.

Evaluation Criteria:

* Compliance with all requirements (including proper licensing, certification of personnel, OSHA compliance, etc.) and thoroughness of supplier’s response.
* The size, financial stability and capability to provide the necessary resources needed to deliver the Services, including the supplier’s past experience in providing such Services to other firms on a scale and in a manner comparable to that described in this RFP.
* The cost and value of all terms proposed by supplier, including:
	+ The price proposed.
	+ Net payment terms.
	+ If applicable, warranty, maintenance, and ongoing support terms and costs.
	+ The value of additional incentives proposed, if any, pursuant to Section 3 below.
* Supplier’s certified MWVBE status further discussed in Section 6 below.
* Additional evaluation criteria or requirements, if noted, in attached Addendum A.

# Process Timetable and Due Dates:

* Supplier questions regarding the RFP, submitted no later than: 5/15/2020.
* Due date for delivery of supplier’s proposal, submitted no later than: 5/18/2020.
* Our response date, delivered no later than: 5/22/2020.

# Additional Supplier Incentives Proposed:

We seek any alternative proposals supplier may have which lead to further reductions in the overall schedule or cost of the project, *provided however* that supplier must first satisfy these specific RFP requirements, and then identify any proposed alternatives as a separate secondary proposal.

Additionally, we view our supplier relationships as collaborative partnerships where both parties contribute to the others’ business objectives. As a leading entertainment and business destination with world-class hotel, meeting, event, and restaurant facilities, any supplier proposal which also includes firm commitments for conducting supplier events, meetings, trade shows or hotel room nights at Encore Boston Harbor is strongly encouraged, as are any marketing, branding or sponsorship opportunities proposed to further promote our business to prospective clientele. Any additional incentives proposed must be submitted in the form attached hereto as Addendum B.

Additional incentives proposed by supplier under this Section 3 (if any) will be considered as part of the evaluation criteria in Section 2 above.

# Confidentiality:

We require an executed Non-Disclosure Agreement (“NDA”) signed by an officer of supplier’s firm prior to our commencement of the evaluation process.

Information contained in the RFP and/or transmitted at any time during related discussions will be treated as confidential by the supplier and used only in connection with the preparation of the proposal. Proposals will become the sole property of Encore.

If so marked by the supplier, Encore will treat such material and information received from supplier during the proposal evaluation process as confidential.

# Guidelines for Supplier Responses and Pricing:

Proposals should be direct, concise and complete. Reference materials not directly relevant to the RFP response or additional incentives proposed under Section 3 should be omitted.

Supplier should present its most favorable pricing, terms and conditions and note any material assumptions made by supplier in preparation of the proposal.

All costs must be included in a separate document entitled “Financial Proposal”. If tables are provided in Addendum A, proposals must be submitted in the same format as the table.

# Minority/Woman/Veteran-Owned Business Enterprises:

Encore is committed to creating opportunities for certified Minority, Woman, and Veteran-Owned Businesses (collectively, “MWVBEs”). We encourage our suppliers to certify themselves as, or to subcontract with, MWVBEs for goods or services provided in the performance of their agreements with us. Accordingly, supplier agrees to use best efforts to provide MWVBEs with meaningful and equitable economic opportunities under any agreement that may result from this RFP.

Specific MWVBE utilization goals will be determined under any such agreement and shall require formal certification. Please see attached hereto as Addendum C a detailed description of our MWVBE program.

In your RFP response, please include an MWVBE utilization plan that names specific MWVBEs with whom subcontracts are anticipated as well as the expected scope-of-work and spend.

# No Contractual Relationship:

Nothing contained in this RFP creates, nor shall be construed to create, any contractual relationship between Encore and supplier. Encore makes no commitment in or by virtue of this RFP to purchase any goods and/or services from any supplier; nor does receipt of any supplier’s proposal place Encore under obligation to award an agreement to any supplier. Such commitments and any binding contractual relationship may be made only in and through a written agreement signed by both parties. Supplier’s proposal shall constitute an offer which remains valid for a minimum period of sixty (60) days after the proposal submission date. Supplier expenses incurred in preparing and presenting a proposal are the sole responsibility of the supplier and may not be charged to Encore.

# Basis for Award of Agreement:

Encore reserves the right, in its sole discretion, and for any reason whatsoever, to accept, reject or terminate for consideration any or all proposals without explanation. Encore specifically reserves the right to contract with a supplier that does not offer the lowest price or with one or more suppliers that did not submit a proposal or that modified their proposal prior to execution of an agreement.

# Licensure:

As a requirement of award, the winning supplier must continually maintain eligible status for compliance with all regulatory supplier requirements, be licensed by or registered with the Massachusetts Gaming Commission, and meet the background check requirements of Encore.

# News Releases:

Supplier is not permitted to announce or release any information regarding the existence of this RFP, or the execution of any agreement with Encore, if applicable.

# Deliverables with Proposal:

If applicable, the following documents must be delivered as part of each proposal response:

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| **Deliverable Description** |
| A brief profile of supplier’s qualifications (see Section 2 “evaluation criteria”) |
| Supplier’s proposal (see Section 5 for form and format) |
| Additional supplier incentives proposed, if any, on a signed Addendum B (see Section 3) |
| Supplier’s MWVBE utilization plan (see Section 6) and, if applicable, supplier’s own MWVBE certificate |
| Product or service specifications and description |
| Documentation, training, warranty, or support specifications and terms, if applicable |
| Implementation schedule and plans, if applicable |

**Addendum A:**

**Requirement for Services**

This RFP will be used to evaluate your company’s capacity and capability to provide reusable masks. Bidders will be expected to provide a breakdown of the product cost and freight.

**Proposal Format:**

* The cover letter should include general information about the company, such as the total years in business, number of employees, geographic business location(s), MWVBE certificate (if applicable). The name, title, phone number and email address of the primary point of contact for this RFP.
* Lead time shall be provided.
* 3 references from clients for which supplier has provided similar services.

**Date to Commence Service:**

* 3-4 weeks after the bid is awarded or sooner.

**Pricing:**

* Pricing shall be inclusive of all freight, fuel, shipping and delivery costs.

**Specifications:**

* Washable and Reusable
* Breathable material
* Alcohol and Chlorine Bleach resistant
* Available in multiple colors
* Must have a nose bridge piece sewn in so that it seals around the nose
* Price point is around $1.20 a mask
* Must be able to stand 20-30 washes
* Looking for 3 to 4 weeks turn around
* The required quantity is 30,000 masks total

**Addendum B:**

**Additional Incentives Proposed by Supplier**

As described in Section 3 of the RFP, any Supplier proposal which also includes firm commitments for conducting supplier events, meetings, trade shows or hotel room nights at Encore Boston Harbor is strongly encouraged, as are any marketing, branding or sponsorship opportunities proposed to further promote our business to prospective clientele.

Additional incentives proposed by Supplier (if any) on this Addendum B will be considered as part of the evaluation criteria described in Section 2 of the RFP.

In the event Supplier is awarded an agreement (the “Agreement”) in connection with their proposal to Encore under this RFP# **NB05122020**, in addition to the Services to be provided to Encore by Supplier, Supplier also agrees to provide to Wynn MA, LLC the following additional incentives:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supplier acknowledges that Encore is relying upon Supplier’s commitment to provide the above-referenced incentives as part of Encore’s evaluation criteria in this RFP. Supplier further acknowledges that if Supplier is awarded the Agreement, the additional incentives shall be specifically included in said Agreement, and any failure by Supplier to provide such incentives during the term of the Agreement shall be deemed a default of the Agreement.

Supplier Acknowledgement:

Signature:

Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:

**Addendum C:**

**Minority/Woman/Veteran-Owned Business Enterprises**

The Massachusetts Gaming Commission has placed special emphasis on creating casino resort procurement for certified women-owned business enterprises (WBEs), minority-owned business enterprises (MBEs), and Veteran-owned business enterprises (VBEs). Encore is working to ensure that all of our vendors are aware of this focus and have the opportunity to formally register as a WBE, MBE, or VBE, should they meet the qualifications.

If you are a business owned 51% or more woman, minority, or veteran-owned, we would appreciate your efforts in becoming formally certified as such. There are several avenues for certification, outlined below. Encore will provide special consideration for procurement, to the extent permissible by law, to certified MBEs, WBEs, and VBEs. The certification options are as follows:

**MBE or WBE: Massachusetts Supplier Diversity Office (SDO)**

The SDO provides a free-of-charge M/WBE certification that will allow a business to be recognized for both the Encore Boston Harbor project and any Massachusetts State Government projects. Recommended for Massachusetts-based businesses. To register, visit the [SDO website](http://www.mass.gov/anf/budget-taxes-and-procurement/procurement-info-and-res/procurement-prog-and-serv/sdo/state-cert-prog/)

**MBE: National Minority Supplier Development Council (NMSDC)**

The National Minority Supplier Development Council offers a paid certification ($300-$500) that is recognized nationally and provides MBEs with access to events and a network of companies and other MBEs. The certification process can take up to three months, following submission of a complete application. An expedited certification process is available for an additional fee.

To certify your business with NMSDC, contact the appropriate regional affiliate office of the [National Minority Supplier Development Council](http://www.nmsdc.org/our-network/)

**WBE: Women's Business Enterprise National Council (WBENC)**

The WBENC offers a paid WBE certification (fee varies depending on region) that is recognized nationally by many private procurers and some state offices. Benefits of certifying through WBENC include access to a national network, mentoring, education and capacity development. To certify your business with WBENC, visit: <http://www.wbenc.org/certification/>

**VBE: United States Department of Veterans Affairs**

The VA provides a VBE certification that is recognized by federal and state governments and by many private entities. The certification process can take 3 – 9 months to complete. To certify your business with the VA, visit: [http://www.vetbiz.gov/](https://mail.wynnresorts.com/owa/%2CDanaInfo%3Dmag.wynnresorts.com%2CSSL%2Bredir.aspx?C=eSmOTKWfukOCdMSUKe0_TdEryTdM7NEIDB_N-SbMcWznxlh3spavRdt0tlxtuxbT_YVZcLpxTTA.&URL=http%3a%2f%2fwww.vetbiz.gov%2f)

**VBE: Massachusetts Gaming Commission (MGC) Licensing Division**

As an alternative to the process provided by the VA and vetbiz.gov, the Massachusetts Gaming Commission has created a streamlined VBE certification process. Note that this certification is only recognized by Massachusetts Gaming licensees and cannot be used to identify as a VBE for other private or government projects. The process is brief (1 page form + DD form 214) and can be completed within a few weeks.

To certify your business with the Mass Gaming Commission, visit the MCG’s [licensing site](http://massgaming.com/licensing/vendor-licensing-and-registration/), print and complete the [VBE certification form](http://massgaming.com/wp-content/uploads/14-Request-for-Veterans-Business-Enterprise-Form.pdf), and submit the MGC as instructed on the licensing website.