



Request for Proposal

Equipment and Furniture Rentals

Event Overview:

USA Pickleball National Championships, the premier event in the world of pickleball, is gearing up for its annual tournament in Mesa, Arizona. The tournament attracts top players from across the nation, along with enthusiastic spectators, sponsors, and media coverage. This year's event promises to be bigger and better, featuring multiple activation areas, entertainment zones, food vendors, and merchandise stalls.

Scope of Services:

We are seeking proposals from experienced equipment and furniture rental companies to provide the necessary infrastructure for the USA Pickleball Nationals event. The selected vendor will be responsible for supplying a wide range of equipment and furniture items to ensure the smooth operation and comfort of participants and attendees.

Required Items:

- Lounge furniture
 - *Minimum order: 30 pieces*
- Seating (bleachers, chairs)
 - *Minimum order: (4) 3 row bleachers, 300 white resin folding chairs*
- Tables (registration, vendor booths)
 - *Minimum order: 20 picnic tables*
- Tenting (for shade and vendor stalls)
 - Sizes ranging from 10x10 to 40x60
 - *Minimum order: (15) 10x10s, (2) 20x20, (2) 40x40s, (2) 30x50s*
- PA Systems, Audio Equipment, Staging
 - *Minimum order: medium stage, trussing, and lighting for concert*
- TVs or large monitors
 - *Minimum order: 3 large monitors*
- Fencing or traffic control equipment
 - *Minimum order: 1000 sq ft of white picket fencing*
- VIP area

- *Minimum order: Tenting (double decker option), lighting, bar equipment*
- Pipe and drape
 - *Minimum order: 300 feet*
- Please include any additional equipment recommendations based on the size and scope of the event described

Event Details:

Date: November 10-17, 2024

Location: Mesa, Arizona

Venue: Arizona Athletic Grounds

Expected Attendance: 2,000 – 2,500 participants | 10,000 – 15,000 attendees

Proposal Requirements:

Interested vendors are requested to submit comprehensive proposals addressing the following:

- **Company Overview:** Provide a brief overview of your company, including experience in providing equipment and furniture rentals for large-scale events.
- **Equipment Inventory:** Detail the range and quantity of equipment and furniture items available for rental, specifying any notable specifications.
- **Delivery and Setup:** Outline your delivery and setup process, including timelines and logistics for transporting equipment to the event venue.
- **Maintenance and Support:** Describe your maintenance and support services during the event, including on-site staff availability for any equipment issues or emergencies.
- **Cost Proposal:** Provide a detailed cost breakdown for the rental of each item, including delivery, setup, and any additional fees.
- **Concessions:** Provide any concessions you are willing to provide to USA Pickleball, including partner discounts, reduced or removed fees, etc.
- **References:** Include references or testimonials from previous clients for similar events.

Submission Guidelines:

Proposals must be submitted via email no later than May 31, 2024. Please address all proposals to IZabella Jade at ijade@usapickleball.org.

Selection Process:

Proposals will be evaluated based on the completeness of the response, the suitability of the equipment inventory, cost-effectiveness, and past experience. Shortlisted vendors may be invited for further discussions or site visits before final selection.

Important Dates:

RFP Issuance Date: 5/22/2024

Proposal Submission Deadline: 6/5/2024

Vendor Selection: 6/21/2024

For inquiries or clarification regarding this RFP, please contact:

Izabella Jade, Director of Event Operations | 480-909-9915 | ijade@usapickleball.org

We look forward to receiving your proposals and partnering with a reputable equipment and furniture rental company for the success of the USA Pickleball Nationals event.

USA Pickleball