

**BID SUBJECT:**

Equine and Animal Science Facility Rental

RFP 23-06-002

Opened: June 6, 2023

**I Explanation Of Bid**

To cooperatively seek proposals for Equine and Animal Science Facility Rental for the Madison-Oneida BOCES.

**II Recommendation For Awards**

The Review Committee recommends that the bid be awarded to the vendor(s) indicated by the shading on the attached analysis spreadsheet.

The Review Committee recommends that the RFP be awarded to Silent Hooves Farm. Silent Hooves Farm meets the specifications as requested.

**III Number of Vendors Contacted**

6

**IV Bids Were Received From The Following Vendors**

1. Silent Hooves Farm
2. Whistler Ridge

**Items for Board Rejection****V**

None

**Bids Were Received From The Following Vendors For  
Equine and Animal Science Facility Rental RFP 23-06-002:**

**Silent Hooves Farm**

Attention: Alexis C. Kullmann

6457 Rock Road

Verona, New York 13478

Phone: 315-271-6550

Fax: N/A

Email: [alexiskullmann0920@gmail.com](mailto:alexiskullmann0920@gmail.com)

Details: Please Reference Madison-Oneida BOCES RFP 23-06-002 on Purchase Order

**Whistler Ridge**

Attention: Sarah Agan

8875 Stephens Road

Canastota, NY 13032

Phone: 315-569-0941

Fax: N/A

Email: [saagan78@yahoo.com](mailto:saagan78@yahoo.com)

Details: Please Reference Madison-Oneida BOCES RFP 23-06-002 on Purchase Order

**Equine and Animal Science Facility Rental RFP 23-06-002**

**Opened June 6, 2023 at 3:00 PM**

**Total Award**

**Contract Effective September 1, 2023 through June 30, 2024**

Vendor	Total Cost
Silent Hooves Farm	\$27,000.00
Whistler Ridge	\$27,000.00

**Equine and Animal Science Facility Rental RFP 23-06-002**  
**Opened June 6, 2023 at 3:00 PM**  
**Silent Hooves Farm Summary**  
**Contract Effective September 1, 2023 through June 30, 2024**

**I. Location Requirements**

1. Contractor's proposed facility shall hereinafter be known as "Facility". Facility is available for on-location instruction of approximately fifty (50) students of high school age during the times of 9:00 AM – 10:30 AM and 12:30 PM – 1:30 PM, Monday through Friday, exclusive of holidays and school breaks, for 180 days during the 2023-2024 school year.

Vendor Response: Yes

2. Facility is located no more than fifteen (15) miles from the MOBOCES campus, located at 4937 Spring Road, Verona, NY 13478.

Vendor Response: Yes

3. Facility has a driveway able to accommodate a sixty (60) passenger school bus. Contractor will keep driveway clear of snow and debris.

Vendor Response: Yes

4. Documentation of ownership is included

Vendor Response: Yes

5. Facility is owned by the Contractor

Vendor Response: Yes

6. If the response to #4 above is no, Contractor has attached written consent from the owner authorizing the Contractor to host the Equine and Animal Science instructional program and the Contractor's lease agreement with the owner.

Vendor Response: N/A

7. Facility is available for a pre-selection site visit by the Program instructor. The Contractor shall be present at this site visit to answer any questions of the Program instructor. Veterinarian and farrier documentation is available on location.

Vendor Response: Yes

8. Background checks of Contractor and their staff will be performed at the Contractor's expense.

Vendor Response: Yes

**Equine and Animal Science Facility Rental RFP 23-06-002**  
**Opened June 6, 2023 at 3:00 PM**  
**Silent Hooves Farm Summary**  
**Contract Effective September 1, 2023 through June 30, 2024**

**II. Facility Requirements**

1. Student learning proximity is within the instructor's visual awareness/contact within the Facility at all times.

Vendor Response: Yes

2. Location of work areas for student learning within the Facility shall be either cross ties in alleyway, tie rings in individual stalls, or tie rings in the arena.

Vendor Response: Yes

3. In the indoor/outdoor enclosed riding area, preferably attached to the horse barn, is there room for set up of 60' round pen (owned by MOBOCES) – used for free lunging, ground driving, lunging, in hand training and riding.

Vendor Response: Yes

4. Enter number of stalls within the Facility.

Vendor Response: 13 ea (12' x 12') , 4 ea (10' x 10'), Other: 1 ea (12' x 16'), 3 mini stalls (5' x10')

5. Enter the width of the alleyway.

Vendor Response: 9' main side, Other: 12' small side

6. Tack room is available for storage of equine and tack equipment.

Vendor Response: Yes

- List size.

Vendor Response: Other: 12' x 22'

7. An appropriate area for bathing horses, including access to hot and cold water and adequate drainage is available.

Vendor Response: Yes

8. A heated bathroom for student use is available.

Vendor Response: Yes

9. The Facility is professional in appearance, properly insured and has passed a fire inspection.

Vendor Response: Yes

10. A heated viewing room.

Vendor Response: No

11. Please provide any other equipment or amenities that provide additional educationally related opportunities for students.

Vendor Response: Extra 60ft round pen, mini driving gear, mini cart, bridles, jump standards, poles, cavalettis, barrels, cones, draft horse driving gear, equine skeletal bones, equine related diagrams & charts, dressage equipment, equine leg models, United States Pony Club equipment, 80 x 220 Outdoor arena, 70 x 120 indoor arena, farrier demos, chiropractor demos, vet appointment demos, Poulin Grain Dep demo, hay analysis demo, tropical & desert tortoises, pot belly pigs, tractor maintenance demo.

**Equine and Animal Science Facility Rental RFP 23-06-002**  
**Opened June 6, 2023 at 3:00 PM**  
**Silent Hooves Farm Summary**  
**Contract Effective September 1, 2023 through June 30, 2024**

**III. Animal Requirements**

1. Number of horses Contractor can provide.

Vendor Response: 16, possibly more: will allow use of 16 horses (possibly more) at no additional charges

2. All horses are appropriately aged and user appropriate for student instruction as listed above.

Vendor Response: Yes

3. Documentation for horses is on hand at the location at all times, including vaccinations, deworming and farrier records.

Vendor Response: Yes

4. Horse Option #1 - Contractor agrees:

- a. Nine (9) horses are leased by MOBOCES from Contractor for exclusive use by the Program during Program hours.
- b. Program instructor will assess and ride ALL horses before student use in the Program.
- c. Contractor will feed and care for horses, including morning feed prior to Program each day, supplying hoof trimming, deworming, feed, grain, hay and water for the 180 days of the school session

Vendor Response: No

5. Horse Option #2 - Contractor agrees:

- a. The Program instructor will provide one (1) client horses and Contractor will provide eight (8) horses.
- b. Instructor will DONATE horse time to MOBOCES by signing a FREE LEASE.
- c. Contractor will board one (1) instructor horse (s) and will feed and care for all Program horses (1 Instructor, 8 Contractors), including morning feed prior to Program each day, hoof trimming, deworming, feed, grain, hay and water for the 180 days of school session. In addition, Contractor will board, feed and care for the Instructor's one horse from September 1, 2023 through June 30, 2024.

Vendor Response: Yes

**Equine and Animal Science Facility Rental RFP 23-06-002**  
**Opened June 6, 2023 at 3:00 PM**  
**Silent Hooves Farm Summary**  
**Contract Effective September 1, 2023 through June 30, 2024**

**IV. Understandings**

1. MOBOCES students and programs shall utilize all Contractor's facilities generally available to the public including, but not limited to stables, indoor/outdoor riding arenas, meeting areas, restrooms, field and parking. MOBOCES use of the stable will be at the same times the stables are available to the general public on school days. Other times will be mutually arranged. It is understood that the use of the facility by the general public or the Contractor for other purposes shall not interfere with the Program.
  2. The Contractor acknowledges the labor of the students in caring for and training the horses as part of their daily curriculum. Therefore, there is no facility use or utility fee as part of this RFP.
  3. The Contractor shall maintain all insurances and adhere to all state regulations required for stables and arenas open to the public. The Contractor shall maintain liability insurance with a minimum of \$1,000,000 limit, shall name MOBOCES as additional insured on its policy, and shall provide a copy of said insurance to MOBOCES.
  4. MOBOCES shall maintain required liability insurance for its students and staff with a minimum \$1,000,000 limit and name the Contractor as additional insured on its policy.
  5. Either MOBOCES or the Contractor may terminate this agreement upon sixty (60) days written notice. All services will be prorated to the actual period for which services are provided.
  6. The Contractor and MOBOCES are independent contractors and neither is an agent for the other.
  7. MOBOCES may arrange and pay for a fire inspection of the public facilities utilized by their students and programs. The cost to correct any deficiencies shall be shared equally between the Contractor and MOBOCES.
  8. Contractor and Contractor's staff are not expected to participate in Program instruction.
- Contractor agrees to all of the above terms in "Understandings"

Vendor Response: Yes

**V. Cost**

1. Enter cost for cost of the program during 2023-2024 school year per above conditions.

Vendor Response: \$27,000.00

**Equine and Animal Science Facility Rental RFP 23-06-002**  
**Opened June 6, 2023 at 3:00 PM**  
**Whistler Ridge Summary**  
**Contract Effective September 1, 2023 through June 30, 2024**

**I. Location Requirements**

1. Contractor's proposed facility shall hereinafter be known as "Facility". Facility is available for on-location instruction of approximately fifty (50) students of high school age during the times of 9:00 AM – 10:30 AM and 12:30 PM – 1:30 PM, Monday through Friday, exclusive of holidays and school breaks, for 180 days during the 2023-2024 school year.

Vendor Response: Yes

2. Facility is located no more than fifteen (15) miles from the MOBOCES campus, located at 4937 Spring Road, Verona, NY 13478.

Vendor Response: Yes

3. Facility has a driveway able to accommodate a sixty (60) passenger school bus. Contractor will keep driveway clear of snow and debris.

Vendor Response: Yes

4. Documentation of ownership is included

Vendor Response: No

5. Facility is owned by the Contractor

Vendor Response: No

6. If the response to #4 above is no, Contractor has attached written consent from the owner authorizing the Contractor to host the Equine and Animal Science instructional program and the Contractor's lease agreement with the owner.

Vendor Response: Yes

7. Facility is available for a pre-selection site visit by the Program instructor. The Contractor shall be present at this site visit to answer any questions of the Program instructor. Veterinarian and farrier documentation is available on location.

Vendor Response: Yes

8. Background checks of Contractor and their staff will be performed at the Contractor's expense.

Vendor Response: Yes

**Equine and Animal Science Facility Rental RFP 23-06-002**  
**Opened June 6, 2023 at 3:00 PM**  
**Whistler Ridge Summary**  
**Contract Effective September 1, 2023 through June 30, 2024**

**II. Facility Requirements**

1. Student learning proximity is within the instructor's visual awareness/contact within the Facility at all times.

Vendor Response: Yes

2. Location of work areas for student learning within the Facility shall be either cross ties in alleyway, tie rings in individual stalls, or tie rings in the arena.

Vendor Response: Yes

3. In the indoor/outdoor enclosed riding area, preferably attached to the horse barn, is there room for set up of 60' round pen (owned by MOBOCES) – used for free lunging, ground driving, lunging, in hand training and riding.

Vendor Response: Yes

4. Enter number of stalls within the Facility.

Vendor Response: 8 ea (10' x 12') , 12 ea (10' x 10'), Other: 3 ea (7' x 9') pony stalls

5. Enter the width of the alleyway.

Vendor Response: 11'

6. Tack room is available for storage of equine and tack equipment.

Vendor Response: Yes

List size.

Vendor Response: 15' x 15'; Other: additional storage areas available

7. An appropriate area for bathing horses, including access to hot and cold water and adequate drainage is available.

Vendor Response: Yes - indoor wash stall complete by Sept., 2023; outdoor wash area currently available

8. A heated bathroom for student use is available.

Vendor Response: No - port-a-john available located inside building

9. The Facility is professional in appearance, properly insured and has passed a fire inspection.

Vendor Response: Yes

10. A heated viewing room.

Vendor Response: Yes

11. Please provide any other equipment or amenities that provide additional educationally related opportunities for students.

Vendor Response: (2) Bemer Systems available for student use on horses. Bemer is a medical device for horses to increase circulation. Regular vet visits for routine injections etc. that can be scheduled during program hours.

**Equine and Animal Science Facility Rental RFP 23-06-002**  
**Opened June 6, 2023 at 3:00 PM**  
**Whistler Ridge Summary**  
**Contract Effective September 1, 2023 through June 30, 2024**

**III. Animal Requirements**

1. Number of horses Contractor can provide.

Vendor Response: 12 plus 3 ponies

2. All horses are appropriately aged and user appropriate for student instruction as listed above.

Vendor Response: Yes

3. Documentation for horses is on hand at the location at all times, including vaccinations, deworming and farrier records.

Vendor Response: Yes

4. Horse Option #1 - Contractor agrees:

- a. Nine (9) horses are leased by MOBOCES from Contractor for exclusive use by the Program during Program hours.
- b. Program instructor will assess and ride ALL horses before student use in the Program.
- c. Contractor will feed and care for horses, including morning feed prior to Program each day, supplying hoof trimming, deworming, feed, grain, hay and water for the 180 days of the school session

Vendor Response: No

5. Horse Option #2 - Contractor agrees:

- a. The Program instructor will provide one (1) client horses and Contractor will provide eight (8) horses.
- b. Instructor will DONATE horse time to MOBOCES by signing a FREE LEASE.
- c. Contractor will board one (1) instructor horse (s) and will feed and care for all Program horses (1 Instructor, 8 Contractors), including morning feed prior to Program each day, hoof trimming, deworming, feed, grain, hay and water for the 180 days of school session. In addition, Contractor will board, feed and care for the Instructor's one horse from September 1, 2023 through June 30, 2024.

Vendor Response: Yes

**Equine and Animal Science Facility Rental RFP 23-06-002**  
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**Whistler Ridge Summary**  
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**IV. Understandings**

1. MOBOCES students and programs shall utilize all Contractor's facilities generally available to the public including, but not limited to stables, indoor/outdoor riding arenas, meeting areas, restrooms, field and parking. MOBOCES use of the stable will be at the same times the stables are available to the general public on school days. Other times will be mutually arranged. It is understood that the use of the facility by the general public or the Contractor for other purposes shall not interfere with the Program.
  2. The Contractor acknowledges the labor of the students in caring for and training the horses as part of their daily curriculum. Therefore, there is no facility use or utility fee as part of this RFP.
  3. The Contractor shall maintain all insurances and adhere to all state regulations required for stables and arenas open to the public. The Contractor shall maintain liability insurance with a minimum of \$1,000,000 limit, shall name MOBOCES as additional insured on its policy, and shall provide a copy of said insurance to MOBOCES.
  4. MOBOCES shall maintain required liability insurance for its students and staff with a minimum \$1,000,000 limit and name the Contractor as additional insured on its policy.
  5. Either MOBOCES or the Contractor may terminate this agreement upon sixty (60) days written notice. All services will be prorated to the actual period for which services are provided.
  6. The Contractor and MOBOCES are independent contractors and neither is an agent for the other.
  7. MOBOCES may arrange and pay for a fire inspection of the public facilities utilized by their students and programs. The cost to correct any deficiencies shall be shared equally between the Contractor and MOBOCES.
  8. Contractor and Contractor's staff are not expected to participate in Program instruction.
- Contractor agrees to all of the above terms in "Understandings"

Vendor Response: Yes

**V. Cost**

1. Enter cost for cost of the program during 2023-2024 school year per above conditions.

Vendor Response: \$27,000.00