

Invitation to Rent Concession Stand

**Issued:
August 8, 2018**

**As Requested by:
Daggett County PRCA Centennial Rodeo Committee**

for

Food and Beverage Service Vendors

in the

Brick Building -- Rodeo Grounds -- 95 N 1st W

for dates:

August 31st-September 1st, 2018

Submittal Due: August 16th, 2018 at 5:00 P.M.

For Further Information Contact: Curtis Harwick - Member
cdharwick@gmail.com
(208)-447-9461

Introduction and Background

The PRCA Rodeo is new to Daggett County starting last year, but Rodeos have been a big part of the County for over 100 years. Most vendors participating will be serving Hamburgers and Hot Dogs. Occupying Vendor will be able to cook and serve their own menu. The Vendor selected will be able to occupy the kitchen area of the brick building on the Rodeo Grounds, to serve food and beverage. The size of the building is roughly 12x12 feet. The brick building does have power and available water from a hydrant, a refrigerator, a grill, and two coolers for drinks. Daggett County will be unable to provide any accommodations for overnight stay for any Vendor.

Purpose

The Daggett County Rodeo Committee is in search of a Vendor to sell and serve food and beverage for attendees. The Committee's goal for the Vendor is to provide an additional contrast of food for paying customers and to provide customer service to everyone. The Vendor will be helping the Daggett County PRCA Rodeo by having supplementary service. The Rodeo will benefit from the Vendor by receiving additional revenue for future Rodeo events.

Terms and Conditions

The Daggett County PRCA Rodeo Committee is in search of any sort of food and beverage service. Proposals must conform to the following criteria:

- Daggett County PRCA Rodeo Committee reserves the right to accept or reject any proposals.
- The proposed contract will be for two days of the Daggett County PRCA Rodeo on August 31st, 2018 and September 1st, 2018.
- The Vendor is expected to arrive a half hour before the event for set up and a half hour after to clean-up on both Friday, August 31st and Saturday, September 1st. Set-up for **Friday** August 31st will be at **6:30 P.M.**, clean-up will be until **9:30 P.M.** Set-up for **Saturday**, September 1st will be at **12:30 P.M.**, clean up will be until **5:00 P.M.**
- Proposals should consist of the Vendor's Bid to use the kitchen area of the Brick Building to sell concessions out of.

Send Proposals to:

Daggett County PRCA Centennial Rodeo Committee

Email: centennialrodeo@daggettcountry.org

Subject: (Vendor name)_rodeoRFP

To assist with proposal preparation, the following item is provided as an attachment:

1. Brick Building located at the Daggett County Rodeo Grounds

SUBMISSION REQUIREMENTS

Proposals will be accepted until 5:00 pm on August 16, 2018 . Late proposals will not be accepted. Proposals shall be sent to Rodeo Committee by email at centennialrodeo@daggettcountry.org.

All proposals should address the following areas in a format of your choosing, beginning with the Proposal page (see next page).

Proposal

PROJECT NAME: Food and Beverage Service Vendor

LOCATION: Brick Building -- Rodeo Grounds -- 95 N 1st W

Date: _____

Contact Information:

Name: _____

Address: _____

Telephone No.: (_____) - _____ - _____.

Email: _____

Proposed Bid: (to rent the Brick Building and equipment) \$ _____

The proposer hereby warrants that s(he) is authorized to execute and deliver the offer described herein and attached hereto and represents that s(he) is fully capable to, and will, comply with the terms and conditions of the offer if such offer shall be selected by Daggett County PRCA Rodeo Committee.

Signed by: _____

Vendor: _____

1. Qualifications

The PRCA Rodeo Committee is interested in the background and experience of each party in events of similar type and magnitude.

- a. Names and location of previous events.
- b. Types of events.
- c. Average number of customers served at previous events.
- d. Other information regarding vendor and previous events.

2. Legal Actions

- a. Please note if your firm is or has been involved in ANY pending public or private legal action (including without limit mediation, arbitration, and litigation) directly or indirectly, in the past five (5) years, and your firm's role in the action.

3. Equipment Procurement

- a. Identify specific relevant equipment needed for Vendor's operation and the procurement lead-time for that equipment as well as any special installation considerations, such as power supply or location of equipment relative to other equipment or within the Vendor space, generally. The Vendor will be solely responsible for procuring all equipment necessary to provide its services and coordinating with Owner's agent in regards to the delivery and installation of such equipment in accordance with the Owner's construction schedule. Owner will be responsible for installing equipment specific to the food service vendor area of the Event Space.

4. Health

- a. Acquire all required permits and licenses for the operation of the cafeteria at the Vendor's expense.
- b. Daily cleaning in the food preparation, food serving and general kitchen areas, including all equipment, floor, countertops and tables in the serving area.

- c. The premises, equipment and facility shall be maintained throughout the contract period in a condition to sanitary codes.
- d. The Vendor shall ensure that all of the Vendor's employees engage in proper food handling techniques and shall wear appropriate clothing, including white coats and hair nets at all times.

5. Other information you deem appropriate and within the scope of this request.

Price Alterations Bid prices must be typed or written in ink. Any price changes (including "white-outs") must be initialed. Failure to initial price changes may preclude an award being made to the bidder.

Selection Process

The Daggett County PRCA Rodeo Committee, with appropriate consulting assistance, will evaluate proposals and select the successful applicant in accordance with stated goals and objectives.

Evaluation Criteria

- I. Classify specific food service and vendor identity.
- II. Give relevant experience and qualifications from previous events and any legal actions.
- III. Identify specific equipment vendor will be operating/using.
- IV. Provide required permits as well as food preparation protocol.
- V. Provide any additional information.
- VI. The applicant will be required to sign the Vendor Waiver Form (see attached form).