

**CITY OF MOAB
REQUEST FOR PROPOSALS**

Ballpark Concessionaire

April 2022



**City of Moab
217 East Center Street
Moab, Utah 84532
(435) 259-5121**

**CITY OF MOAB
REQUEST FOR PROPOSALS
BALLPARK CONCESSIONAIRE SERVICES
FOR MOAB CITY RECREATION**

The City of Moab is now accepting requests for proposals for ballpark concessionaire services for Moab City Recreation. Request for proposal specifications are available online at: www.moabcity.org or at the Moab City Offices located at 217 East Center Street, Moab, Utah 84532.

All proposals must be turned in to the Moab City Recorder's Offices, located at 217 East Center Street, Moab, Utah 84532. Moab City reserves the right to reject any or all proposals; or to accept or reject the whole or any part of the proposal; or to waive any informality or technicality in the interest of Moab City. The Deadline for all requests for proposals is 3:00 p.m. Thursday, April 14, 2022. For further information, please contact the Moab City Recorder's office at: (435) 259-5121 or Moab City Recreation at (435) 259-2255.

/s/ Sommar Johnson
City Recorder

Published in the Times Independent, March 31, 2022, and April 7, 2022.

**REQUEST FOR PROPOSAL
TO PROVIDE CONCESSIONAIRE SERVICES FOR
THE CITY OF MOAB RECREATION DEPARTMENT**

The Moab City Recreation Department wishes to retain a concessionaire to handle all of the duties of a concessionaire, as specified in this request for proposals and attached contract, to run the summer recreation ballpark concession. The concessionaire will also have the option to run concessions for games throughout the youth football season, and can propose running concessions at other recreation sporting events throughout the year. The duration of the contract will be from May 1, 2022, to April 30, 2023, with a minimum amount of time to provide services from May 1, 2022 to July 1, 2022. At the discretion of the Moab City Recreation Department, this contract may be extended by up to one year at the same rate. The opportunity for renewal for future years would be available depending on the services provided, on the Moab City Recreation Department's desire to continue or provide alternative avenues for concessions and the concessionaires desire to renew. In this capacity, the concessionaire's responsibilities would include the following:

1. Provide concession services from May 1, 2022 through April 30, 2023; Monday through Thursday evenings from 5:00 PM until 10:00 PM during the regularly scheduled baseball/softball season at the ballpark located at 200 E. Center St. Times may be adjusted with the approval of the Moab City Recreation Coordinator. Concessionaire may also choose to provide concession services for the Moab City Youth Soccer Program and Little League Football and other recreation sporting events; please contact the Moab City Recreation Coordinator for dates.
2. At least ten (10) days prior to the concession services term, provide a copy of a current Moab City Business License and a Vendor Permit (contact the Treasurer's Office for required licensing). The City of Moab agrees to waive all fees for said licenses and permits.
3. Provide an insurance certificate in the amount of one million dollars listing the City of Moab as a co-insured.
4. Provide a list of the kind of food and beverages and portions proposed to be served, along with a price list to be reviewed and agreed upon by the City of Moab.
5. Order all food and beverages to be sold on-site.
6. Publicize a price list for all items to be sold, as well as the hours of operation.
7. Limit sales to food and non-alcoholic beverages only.
8. Be responsible for proper disposal of solid waste at concession area and litter control of surrounding concession area.
9. Be responsible for hiring, scheduling and providing Worker's Compensation Insurance for concession employees.
10. Provide all equipment, supplies, and structure(s) necessary to run the

- concession.
11. Agree that the entire cost of operation and maintenance of the concession shall be at the concessionaire's expense.
 12. Agree to abide by all ordinances of the State of Utah, Southeastern Utah District Health Department and the City of Moab, which, in any respect, relate to the business conducted by the concessionaire.
 13. Be responsible for the security of all concessionaire equipment and supplies.
 14. This agreement is non-transferable. Concessionaire shall not assign this Agreement to a third party nor permit outside use of any portion of the concession by a third party.

The proposal shall not exceed three pages and should address the following:

1. Previous experience in concessions.
2. Business and personal references, including phone numbers for those employees expected to be staffing and managing the concession.
3. Provide resumes of key personnel involved with the concession.
4. Provide a general concessionaire work plan to accomplish the scope defined in the responsibilities of the concessionaire. The concessionaire work plan should demonstrate the understanding of the concessionaire requirements.
5. Provide a list of the kind of food and beverages and portions proposed to be served, along with a price list to be reviewed and agreed upon by the City of Moab.
6. Provide a photograph of the proposed structure(s).

The City of Moab requests that any concessionaire interested in responding to this request submit a written proposal.

BUSINESS/COMPANY/PERSON:

MAILING ADDRESS:

E-MAIL ADDRESS:

PHONE NUMBER:

LIABILITY INSURANCE COMPANY:

LIABILITY INSURANCE POLICY NUMBER:

WORKER'S COMPENSATION INSURANCE COMPANY:

WORKER'S COMPENSATION INSURANCE POLICY NUMBER:

AUTHORIZED SIGNATURE:

DATE:

PLEASE MARK YOUR ENVELOPE: "PROPOSAL FOR MOAB CITY BALLPARK CONCESSION"

