

PROPOSAL REQUIREMENTS CLUTE PARK CONCESSION STAND 2024

**All proposals must be submitted to the Village in a sealed envelope before
1:00 p.m. on Friday, March 15, 2024 to:**
"Clute Park Concession Stand Proposal"

Attention: Village Clerk
Village of Watkins Glen
303 North Franklin Street
Watkins Glen, NY 14891

The following must be included with a letter stating the intent to submit a proposal and interest in being selected as the operator of the Clute Park Concession Stand:

- A. Menu
- B. Resume
- C. Qualifications and References:
 - 1. Qualifications and past experience of Operator
 - 2. At least three business references with addresses and phone numbers

All proposals will be publicly opened in the board room of the municipal building just after **1:00 p.m. on March 15th** and will be reviewed by the Board thereafter. Proposals that are not properly completed or received by this date will not be accepted. The Village of Watkins Glen reserves the right to accept or reject any and all Proposals. The Village of Watkins Glen is an Equal Opportunity Employer.

- A. Selection Criteria:
 - 1. Suggested menu
 - 2. Proximity and availability
 - 3. Number of years and relevance of experience
 - 4. Willingness to enter into an Agreement which outlines the terms and conditions
 - a. The vendor shall be required to pay a deposit of Five Hundred Dollars (\$500.00) prior to opening the concession stand for the 2024 season. Said deposit shall be refundable at the end of the season provided that the vendor has satisfied the terms of the agreement.
 - b. The monthly lease is \$750.00
 - c. Vendor will pay all utilities during the lease period.
 - d. A draft of the agreement can be viewed at https://www.watkinsglen.us/pdf/document_library/concession-stand-agreement.pdf
- B. Final Selection and Approval:
 - 1. Final selection and approval as the operator of the Clute Park Concession Stand shall be made by the Village Board after the review process.