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Louie Perazzini, Deputy Mayor
Bob Carson, Trustee
Laurie DeNardo, Trustee
Nan Woodworth, Trustee



Terry Wilcox, Superintendent of Public Works
Lonnie Childs, Village Clerk
Rhonda Slater, Village Treasurer
Barbara Peterson, Deputy Clerk/ Treasurer
Darrin Stocum, Code Enforcement Officer

The Village of Watkins Glen, 303 N. Franklin St., Watkins Glen, NY 14891
Phone: 607-535-2736 – Fax: 607-535-7621 – TTY: 800-662-1220 – www.watkinsglen.us

PROPOSAL REQUIREMENTS SENECA LAKE EVENT CENTER CAFÉ

**All proposals must be submitted to the Village in a sealed envelope before
4:00 p.m. on Tuesday, September 7, 2021 to:**

**“Seneca Lake Event Center Café”
Attention: Parks and Event Center Manager
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 Seneca Lake Event Center Café:

- A. Resume
- B. Qualification and References:
 - a. Qualification and past experience as Operator
 - b. At least three business references with addresses and phone numbers
- C. Menu
 - a. To complement the Central Hots current food offerings
 - b. Proposed beverage offerings – liquor license and food offerings

All proposals will be publicly opened at the Village Board Meeting on **September 7, 2021 starting at 6 p.m.** and will be reviewed by the Parks and Event Center Manager along with the Board at a later date. 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:
 - a. Suggested menu
 - b. Proximity and availability
 - c. Number of years and relevant experience
 - d. Willingness to enter into an Agreement which outlines the terms and conditions
- B. Final Selection and Approval:
 - a. Final selection and approval as the operator of the Seneca Lake Event Center Café shall be made by the Village Board of Trustees after the review process

Note:

Tours and questions about the proposed layout of the café and offerings can be directed to the Parks and Event Center Manager – parkmanager@watkinsglen.us or 607.535.4438.

The Village of Watkins Glen is an equal opportunity provider and employer. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov