

City of Sand City Request for Qualification

Sand City West End Celebration 2010

Food Vendors



PURPOSE:

The City of Sand City (the "City") requests the submission of qualifications from food and beverage vendors (a "Vendor") for the Annual West End Celebration (the "Event") to be held in Sand City on Saturday, August 21st and Sunday, August 22nd, 2010. Submissions must be received no later than July 22nd, 2010 by 4:00 p.m. in order to be considered.

OPERATIONAL REQUIREMENTS:

A Vendor must meet the following requirements:

- Provide food and/or beverage service for 1,500 to 4,000 people at the Event.
- Be set up for service in the space designated by the City (the "Vendor Site") no later than 10:00 a.m. on Saturday August 21st and no later than 11:00 a.m. on Sunday, August 22nd. The Vendor must break down no earlier than 5:00 p.m. and no later than 7:00 p.m., each day of the Event.
- All Vendor operations must be self contained.
- Provide its own water, power and all equipment necessary to prepare and serve its food or beverages.
- Provide all support staff necessary for the preparation and service of its food or beverages.
- Have sufficient cash on hand to be able to provide change for all cash transactions.
- Continuously display a valid Monterey County Health Department permit and a valid two-day business license from the City at the Vendor Site throughout the Event.
- Adhere to all Monterey County Health Department requirements.
- Maintain public liability insurance coverage for the Vendor's operations at the Event in an amount not less than \$1,000,000 per occurrence.

APPLICATION REQUIREMENTS:

Please submit the following items to Deirdre Bascou, Event Coordinator, no later than July 15, 2010:

- A copy of your Monterey County Health Department Permit
- Proof of public liability insurance
- A copy of your Menu for the Event, include descriptions and prices
- Your time requirements to set up and tear down at your Vendor Site
- Your Previous festival experience
- At least 2 business references

MISCELLANEOUS:

- Vendors selected by the City will be required to obtain a two-day business license from the City (\$50.00) for their business operations during the Event.
- A non-fundable Event entry fee of \$200.00 will be collected no later than 2 weeks prior to the Event.
- Preference is given to a diverse range of menus and experienced Vendors

The fine print: The City reserves the right to select a Vendor based on an evaluation of written qualifications and references. The City is not responsible for any costs incurred by the applicant. The City reserves the right to reject any submissions as non-responsive, incomplete or unsatisfactory. Submissions must be received no later than 4:00pm on July 22nd, 2010 to be considered and late applications will not be considered.

Submissions

Please send submission of qualifications to: City of Sand City

ATTN: Deirdre Bascou, West End Celebration Coordinator, Sand City, 1 Sylvan Park, Sand City, CA 93955

2010 West End Celebration Food Vendor Submission of Qualifications



Please complete and return this food vendor information form to: Sand City City Hall, 1 Sylvan Park, Sand City, CA. 93955 Attn: Deirdre Bascou.

Please do not include registration fees with this form. Food Vendor's will be contacted upon acceptance to participate.

Food Vendor Information
NAME:
ADDRESS:
PHONE:
FAX:
E-MAIL:
DESCRIPTION of Cuisine/Menu
WEBSITE Address: