



## GEORGINA

# REQUEST FOR EXPRESSION OF INTEREST DE LA SALLE PARK AND WILLOW BEACH PARK VENDOR PILOT PROGRAM 2024 | SUBMISSION DEADLINE MAY 31, 2024

### About the Pilot Program

The Town of Georgina welcomes expressions of interest from those interested in submitting proposals to be a vendor for the following locations for the 2024 summer season;

- De La Salle Beach Park (two vendor spaces will be available for refreshment vehicles/carts, and two additional spaces will be available on a rotating basis for retail vendors); and
- Willow Beach Park (two spaces will be available for refreshment vehicle/cart vendors).

Proponents can attend a site visit held on May 28<sup>th</sup> from 10:00 – 11:00 a.m. to view the two parks and the spaces that will be made available to the vendors. A map, providing the location of the vendor spaces is provided below.

### Additional Considerations

- The ideal proponent must be able to commit to being on-site on certain days and times during July and August. Proponents may also choose to be on-site during June and September;
- The Smoke-Free Ontario Act prohibits the smoking of tobacco, the use of electronic cigarettes to vape any substance, and the smoking of cannabis in enclosed public places. In addition, smoking and vaping are not permitted on the outdoor grounds of community recreation facilities or in public spaces within 20 metres of the perimeter of these grounds;
- Preference will be given to local businesses;
- Although product exclusivity will not be provided, the intent is to select vendors such that a variety of food products can be provided;
- Vendors will need to be self-sufficient in terms of any water or hydro requirements and follow best practices to reduce garbage and waste with a preference for the use of environmentally friendly packaging and biodegradable utensils. Water and electrical hook-ups will not be available;
- If a special event is hosted at De La Salle Park or Willow Beach Park, additional food vendors may be on site;
- Up to four refreshment vehicles/carts will be selected to participate in the 2024 Program. Additional merchandise vendors may be selected, to participate in a rotating vendor program at De La Salle Park;
- Staff have selected the location of the sites that will be available to the vendors as indicated below;
- Load-in and load-out times will be restricted to ensure safety; and
- If a vendor fails to address concerns raised or does not operate professionally and respectfully their permit will be revoked.

# Submission Guidelines

## Merchandise Vendor Applicant

### Considerations

- The successful merchandise vendor will be required to obtain a Facility Use permit and pay a daily fee to operate at De La Salle Park;
- Provide a general insurance certificate in the amount of \$2,000,000 liability listing the Town of Georgina as an additional insured; and
- A daily permit fee of \$50 will be required.

### Submission Requirements

- An expression of interest letter including the following information: business description, graphic or photo of proposed vendor setup, description of items sold, and proposed dates and hours of operation at De La Salle Beach Park;
- Agree to the public statement acknowledgment below; and
- General insurance certificate for \$2,000,000 liability listing the Town of Georgina as an additional insured.

## Refreshment Vehicle/Cart Applicant

### Considerations

- For safety reasons, refreshment vehicles/carts must remain on-site during the day and will not be permitted to enter and exit the park freely;
- There is an opportunity to offer catering services to large groups or events hosted at De La Salle Park or Willow Beach Park;
- No exclusivity to food/drink products will be provided or monitored however, the evaluation Team will attempt to have a variety of refreshment vehicles/carts participate in the program;
- The successful refreshment vehicle/cart applicants must be licensed to operate at De La Salle Park or Willow Beach Park commencing immediately until September 20, 2024, and will include a suggested permit fee in the submission; and
- Based on the research gathered, a minimum submission bid of \$500 for the 2024 summer season pilot program is expected.

### Submission Requirements

#### *Existing Town of Georgina Licensed Refreshment Vehicle/Cart Applicant*

- An expression of interest letter including the following information: business description, suggested permit fee, description of items sold, dates and hours of operation at De La Salle Beach Park or Willow Beach Park;
- Agree to the public statement acknowledgment below; and
- A copy of a valid Refreshment Vehicle License valid for the 2024 season.

### New Refreshment Vehicle Applicant

- An expression of interest letter including the following information: business description, suggested permit fee, description of items sold, dates and hours of operation at De La Salle Beach Park or Willow Beach Park;
- Agree to the public statement acknowledgment below; and
- [Town of Georgina Refreshment Vehicle/Cart Application](#) and requirements as follows:
  - Criminal Record Check by any public police service in Ontario and dated within thirty (30) days of the date of application;
  - Certificate or letter from York Region Public Health Branch indicating approval and dated within thirty (30) days of the date of application;
  - Insurance Certificate or Policy. Must cover each vehicle or certificate endorsed to show the License Issuer shall be given at least 5 days' notice in writing of any cancellation, expiration or variation in the amount of the policy, and insuring in at least the following amounts: Bodily injury or death to a limit of at least \$2,000,000.00 (exclusive of interest and costs) against all claims for personal injury, including injury resulting in death, and property damage, with an inclusive limit of not less than \$2,000,000.00;
  - Portable fire extinguisher inspection report dated within twelve (12) months of the application;
  - Fire protection hood and suppression system inspection report within twelve (12) months of the application (if applicable);
  - TSSA annual inspection report, completed by a licensed gas technician within twelve (12) months of the application (if applicable); and
  - Provide one of the following: a) Business Registration or b) Partnership Document or c) Articles of Incorporation;

## Submission

### Public Statement Acknowledgement

The successful vendors must agree to the following public statement acknowledgment:

- The vendor and its personnel and volunteers shall not make or provide disparaging remarks about the Town in person or on any media, including, without limitation, any social media channels, as representatives of the vendor.
- It is not the intent to restrict the ability of the vendor's personnel and volunteers to express a personal opinion on matters of general interest. In such cases, such personnel and volunteers must make it clear that their comments are being made in their capacity as private citizens, and not as representatives of the vendor.

### Instructions

Email your submission to Cristina Liu at [cliu@georgina.ca](mailto:cliu@georgina.ca) or mail it to the following address:

Cristina Liu, Marketing and Promotions Coordinator, Economic Development and Tourism

26557 Civic Centre Road, RR#2, Keswick, ON L4P 3G1

Phone: 905-476-4301 ext. 2300

### Site Visit

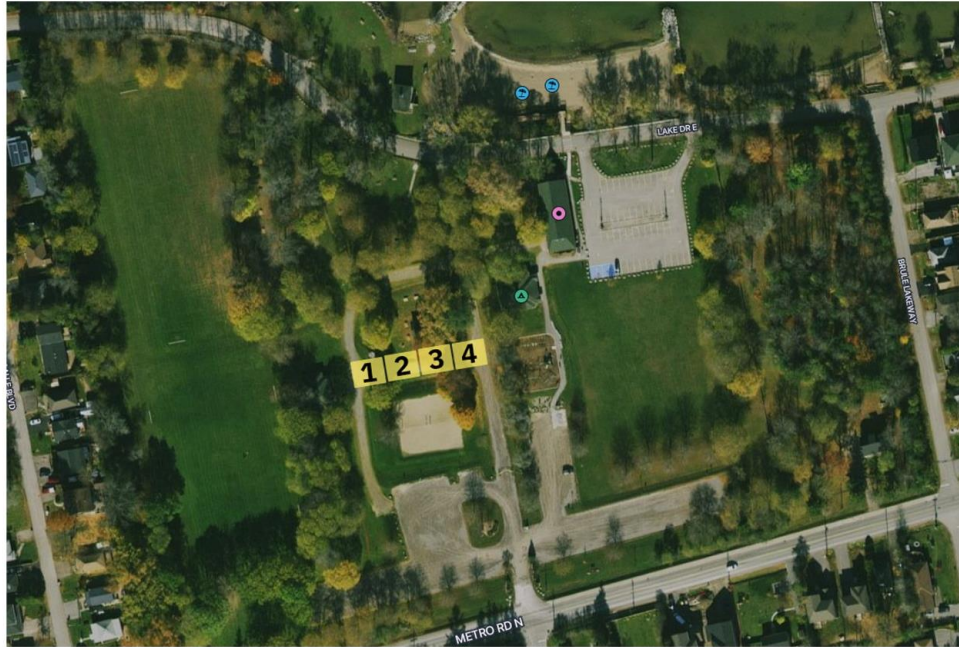
May 28, 2024, at 10 - 11 a.m. at De La Salle Beach Park and Willow Beach Park. RSVP to Cristina Liu via email at [cliu@georgina.ca](mailto:cliu@georgina.ca) by May 26, 2024.

### Deadline for submissions

May 31, 2024, at 4:00 p.m. local time.

## Site Locations

### DE LA SALLE BEACH PARK VENDOR LOCATIONS



### WILLOW BEACH PARK VENDOR LOCATIONS

