



Request for Proposals: 2022 Castor Arena Concession

The Town of Castor is requesting Proposals from individuals/companies interested in providing concession services at the Castor Arena. Proposals will be considered by the Town based on a number of factors including, but not limited to, quality of services to be provided and experience of the service provider..

RFP Guidelines and Requirements

- a) This is an open and competitive process.
- b) The proposal should include the following:
 - a. Number of years in business
 - b. Size of staff and ability to manage concurrent projects
 - c. Workers Compensation Number
 - d. A proposed menu
 - e. Certification (i.e. food safety, etc.)
 - f. Remuneration to the Town for kitchen rental will be \$350/month
- c) The proposed contract period is for October 2022-August 2025. Term is negotiable upon successful application. Specific schedule to be determined in consultation with successful individual/company.
- d) By submitting a proposal, each individual/company agrees that if its proposal is selected by the Town, the individual/company must enter into a written contract with the Town.

Inquiries/Submissions

Questions concerning this RFP should be submitted to:

Tara Jenkins, Community Services Director

Town of Castor

Box 479

Castor, AB T0C 0X0

castorrec@townofcastor.ca

Proposals should be submitted in one of the following two ways:

- a) Submitted in a sealed envelope marked "Arena Concessions" displaying a full and correct return address to the Town of Castor Office at Box 479, Castor, AB, T0C 0X0.
- b) Submitted electronically to castorrec@townofcastor.ca with the subject line 'CONFIDENTIAL: RFP ARENA CONCESSIONS' with the Proposal attached.

The Town reserves the right to reject any and all proposals for any reason and to accept any proposal for any reason