



Park Vendors

REQUEST FOR EXPRESSIONS OF INTEREST

The Regional District of Okanagan-Similkameen (RDOS) is seeking expressions of interest from vendors for the period of one year (ending December 31, 2021) to offer a “service” (food, recreation / sport equipment rentals, etc.) in the Regional District of Okanagan Similkameen Parks. The purpose of providing a “service” is to enhance the experience of the visitors to a RDOS Park. We are looking for the following:

Locations:

Naramata – Manitou Park
Naramata – Wharf Park
Okanagan Falls – Christie Memorial Park

Vendor Terms and Conditions:

The selected vendor will require the following:

- Operators must have a mobile, self-contained unit that shall be removed at the end of each day.
- No permanent structures will be permitted in the park.
- The Service cannot be in direct competition with local service establishments / businesses, but rather provide a unique opportunity for park users.
- Operators are required to have all valid permits / licenses / certifications
 - i) Interior Health Operating Permit;
 - ii) All equipment must bear the appropriate approval labels for Gas and Electrical equipment as required by the BC Safety Authority, including custom built and home built units (please contact BC Safety Authority at 1-866-566-7233 if you require further clarification);
 - iii) Vendors of sport and recreation equipment rentals must conform to safety and liability procedures and policies;
 - iv) WorkSafe BC (if applicable) and;
- Operators are required to have \$5 million Commercial General liability coverage (the RDOS needs to be named as an additional insured), completed on the RDOS Standard Certificate Form
- For the year 2021, instead of a vendor fee, the RDOS will accept donations from vendors towards improvements to the local parks
- Operation hours must comply with park hours
- The contract term is for one year ending December 31, 2021

EOI Evaluation Criteria

EOI submissions will be evaluated based upon, but not limited to, in any particular order, the following:

- Quality of the submission
- Competence / experience of the vendor
- Service is unique and innovative
- Service is healthy and safe
- Suitability with location
- Visual appearance of mobile unit
- References

Please indicate how your submission meets the evaluation criteria.

Instructions to Responding Parties:

Respondents to the EOI should include the following information with their submission:

- Contact details
- Utilities required (power, water, etc.)
- Square footage required
- Proposed and scheduled frequency of park use (how often per week, month, year, etc.)
- Waste Management Plan (must be in compliance with the Wildlife Attractant Bylaw)
- If applicable, detailed summary of the food menu, including items, descriptions, prices, etc. (copy of the menu may be attached)
- If applicable, detailed list of sport and recreation equipment to be rented and copy of the safety / liability policies
- Qualifications / history of the business
- Photos of the mobile unit
- Preference of schedule and location
- Safety Plan related to COVID-19 measures
- 2 references

The successful respondent(s) will be required to enter into an agreement with the RDOS and demonstrate it has the appropriate insurance to fulfill the requirements of the agreement.

The deadline for submission is **June 17, 2021 at 12:00 pm**. The RDOS is not obliged to accept and review Expressions of Interest that are delivered after the deadline, and / or any other applications for Park Vendors for the year 2021.

Please submit proposals clearly marked **“EOI – PARK VENDORS”** to:

Sue Gibbons
Administrative Assistant – Community Services
Regional District of Okanagan-Similkameen
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