

BOROUGH OF FRANKLIN

2019 RFQ for Concession Services

The Borough of Franklin is interested in obtaining an individual or organization (vendor) to provide services for operating the Borough's concession stand at the park at the Franklin Pond for the 2019 season. The vendor who is awarded the contract to operate the concession stand, will staff, stock, and supervise all aspects of operations. The vendor will pay the Borough of Franklin a percentage of their gross income for the season and will provide bi-weekly gross reports to the Borough Administrator & CFO.

The equipment that is owned by the Borough of Franklin, will be inspected and inventoried by representatives of the Borough Recreation Committee and/or the Borough of Franklin. All equipment owned by the Borough of Franklin shall be returned at the end of the season in good working order. Any damage determined to be identified, will be the responsibility of the contractor to repair or replace. A deposit may be required. Any vendor contracts will be between the organization who is awarded this RFQ and the vendor.

Vendor will be responsible for disposing of garbage associated with the operation of the concession stand and the garbage can be disposed of in the Borough's dumpster near the Franklin Senior Center. The DPW will also empty the exterior garbage cans surrounding the concession stand and will clean and maintain (and provide paper products) for the bathrooms attached to the concession stand, and the vendor the public will have access to the bathrooms.

Comment [a1]:

The group who is the awarded vendor must have required insurance coverage and provide a Hold Harmless Agreement to be approved by the Borough Attorney and the Borough's Risk Manager.

- Vendor must provide three (3) references.
- Vendor must have an excellent safety history.
- Vendor must provide all paperwork, fees, forms, etc. as required by the state of New Jersey to the appropriate bureaus and/or departments.
- Vendor must provide all paperwork, fees, forms, etc. as required by the Borough of Franklin to the appropriate bureaus and/or departments.

Hours of operation can be set by the vendor in conjunction with the field use or to coincide with park hours. Vendor must comply with the Borough of Franklin Noise Ordinance Chapter 184. No music or excessive lighting before 8:00AM and after 10:00PM. The Borough will pay electric and internet costs. The vendor may utilize a propane gas grill owned by the Franklin Recreation Committee, but the vendor must supply the propane. All staff vehicles must be parked on the grass opposite the concession stand. The vendor will be permitted to use existing picnic tables, but they must be returned in the condition which there were presented.

Please send your response that will include your qualifications, your history and proposed percentage to be paid to the Borough. Send to Franklin Borough, 46 Main Street, Franklin, NJ 07416, ATTN: Recreation Secretary or to recreation@franklinborough.org. Responses must be received by close of business Wednesday, May 1, 2019.

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