



TOWN OF  
**NORTH KINGSTOWN, RHODE ISLAND**

100 FAIRWAY DRIVE  
NORTH KINGSTOWN, R.I. 02852-5762  
PHONE: (401) 294-3331 EXT. 144  
FAX: (401) 294-2436

**REQUEST FOR PROPOSALS**  
**BEACH CONCESSION**

Sealed proposals for the above will be accepted in the Office of the Purchasing Agent, Town of North Kingstown Municipal Offices, 100 Fairway Drive, North Kingstown, RI 02852, until **11:00 AM, June 5, 2017**, and will then be publicly opened read aloud.

NO PROPOSALS WILL BE ACCEPTED AFTER THE 11:00 AM, JUNE 5, 2017 DEADLINE.

**IT IS THE RESPONSIBILITY OF THE PROSPECTIVE BIDDERS TO MONITOR THE TOWN'S WEBSITE FOR ANY SUBSEQUENT BID ADDENDUMS. NO ADDENDUMS WILL BE ISSUED OR POSTED WITHIN FORTY-EIGHT (48) HOURS OF THE BID SUBMISSION DEADLINE.**

**A certificate of Insurance showing 1 million General Liability and 1 million Any Auto, with the Town being named as an additional insured, Worker's Compensation, (if legally allowed and available) with a waiver of subrogation, will be required of the successful vendor.**

The Town of North Kingstown reserves the right to reject any or all proposals or parts thereof; to waive any formality in same, or accept any proposal deemed to be in the best interest of the Town.

The Town of North Kingstown will provide interpreters for the hearing impaired at any pre-bid or bid opening, provided a request is received three (3) days prior to said meeting by calling 294-3331, ext. 142

Kristine S. Kinder  
Purchasing Agent

## SELECTION CRITERIA

The following factors will be considered in determining the Successful Vendor:

Quality of work previously performed by the firm for the Town of North Kingstown, if any;

Proposed Price;

**Current (or applied for) Class I Peddler License issued by the Town of North Kingstown;**

BCI check;

Variety of items sold;

Meets minimum insurance requirements;

Personnel assigned;

Services offered.

**BEACH CONCESSION – TOWN OF NORTH KINGSTOWN – YEAR 2017**

**ONLY VENDORS WHO HAVE A CURRENT CLASS I PEDDLER LICENSE ISSUED BY THE TOWN OF NORTH KINGSTOWN, OR HAVE APPLIED FOR THE LICENSE SHALL BE ALLOWED TO SUBMIT A PROPOSAL. THERE ARE CURRENTLY FOUR CLASS I PEDDLER LICENSES AVAILABLE.**

*The North Kingstown Town beach will be opened weekends beginning Memorial Day Weekend, May 26, and on a full-time basis beginning June 22 through Labor Day September 3, 2017.*

The Vendor shall operate a self-contained food/soda cart between the hours of 9:00AM and 5:00PM and at other times as designated and permitted by the Town during the season. The cart shall be placed adjacent to the closed snack bar. The cart must be removed from Town property at the end of each day.

**Vendor must have a current Class I Peddler License issued by the Town of North Kingstown, or have applied for a license.**

The Vendor must also comply with all local and state laws and regulations governing the handling and dispensing of food. All state and federal tax laws must also be complied with.

The Vendor shall not permit any other person, firm or corporation to operate the concession for which said license is granted, without prior consent by the Town of North Kingstown.

The Vendor shall keep the area surrounding the cart free of debris.

Nothing is to be sold or served in/on glass (plates/bottles, etc.).

No alcoholic beverages of any kind are allowed on the beach.

The Successful vendor and all potential employees shall be required to submit a current Bureau of Criminal Identification (BCI) criminal records check. This may be obtained at the Office of the Attorney General, 150 South Main Street, Providence RI 02903, Tel. (401) 274-4400. The Town has final approval regarding vendors based upon information received through the BCI check.

The successful Vendor shall carry insurance as per Town Ordinance as follows: \$1,000,000.00 General Liability and Automobile Liability, both naming the Town as additional insured; and Worker's Compensation, with a waiver of subrogation. If Worker's Compensation is unavailable, then an Independent Contractor form shall be filled in and filed with the State of Rhode Island, and a stamped copy given to the Town.

**It is strongly suggested that you check with your insurance agent, to see that you have the required insurance.**

Requirements with submittal:

A schedule of food and beverages, along with their proposed prices for approval by The Town of North Kingstown.

A complete description of the type of facility proposed to be established and how it will operate.

Proposal form with price.

Copy of current Class I Peddler License as issued by the Town of North Kingstown, or copy of application for the license.

The Terms of this proposal are as follows:

- A) *The period of the concession is for beach season, (May-Sept. 2017)*
- B) The fee will be payable upon award of the Contract
- C) Vendor to start upon payment of fee, and approved insurance certificate.

The Town of North Kingstown reserves the right to reject any and all proposals, to waive any technical or legal deficiencies and to accept any proposal that it may deem to be in the best interest of the Town.

**TOWN OF NORTH KINGSTOWN, RHODE ISLAND  
PROPOSAL FORM**

**To: Town of North Kingstown  
100 Fairway Drive  
North Kingstown RI 02852**

I, (We), the undersigned, agree to pay to the Town of North Kingstown

\_\_\_\_\_ \$ \_\_\_\_\_  
(Price in words) (Price in figures)

to operate a self-contained food/soda cart at the Town Beach of the Town of North Kingstown.

**Please make sure the following are submitted with this proposal:**

- √ Copy of current Class I Peddler License as issued by the Town of North Kingstown, or copy of application
- √ Schedule of food and beverages to be sold
- √ Complete description of the type of facility proposed and how it will operate
- √ Proposal form with price

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_

\_\_\_\_\_  
(Please print name and title)

TEL: \_\_\_\_\_ DATE: \_\_\_\_\_

**CONTRACT FOR BEACH CONCESSION**

AGREEMENT (To be signed at award of contract)

Made as of the \_\_\_\_\_ day of \_\_\_\_\_ in the year of 2017

BETWEEN the Owner: THE TOWN OF NORTH KINGSTOWN  
100 Fairway Drive  
North Kingstown RI 02852

And the Vendor:  
(Name and Address)

***For the Beach Concession- from Date of Award through Labor Day, September 3, 2017.***

The Vendor agrees to perform services as set forth in the “Request for Proposals” for the Beach Concession noted above, at an agreed upon amount of \$ \_\_\_\_\_.

OWNER

VENDOR

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(A. Ralph Mollis, Town Manager)

\_\_\_\_\_  
(Printed Name and Title)

NOTE: The Town’s Request for Proposal and vendor’s response shall be affixed to and considered part of, this Contract.

If our minimum insurance requirements are not met, the Town may consider the vendor’s proposal “non-responsive”.