

TOWN OF CAMDEN
NOTICE AND INFORMATION TO BIDDERS

The Town of Camden will receive sealed bids for a "**Snow Bowl Food Service Concession**" in accordance with the NOTICE AND INFORMATION TO BIDDERS, BID SPECIFICATIONS and BID FORM. All of the bid documents are a material part of this NOTICE and are incorporated by reference into this NOTICE.

The Select Board shall make an award of the contract by considering, among other things, the highest income potential for the Town of Camden for a proposal meeting the bid specifications. The Town reserves the right to waive any formalities; to reject any or all bids, or to accept any bid it considers to be in the best interest of the Town after considering quality, function, service, and income potential, without obligation to consider income only. The Town's decision in all cases will be final. Tabulation will be mailed to vendors upon request.

If a bidder finds discrepancies in, or omissions from the Project documents, or is in doubt as to the meaning of the Project documents, the bidder shall, at once, notify the Town Manager, in writing; and upon receipt of such notification, the Town Manager shall send additional written clarification concerning the issues raised in the NOTICE to all prospective bidders.

Deviations from the Contract Documents: All deviations from the contract documents must be noted in detail by the bidder, in writing, at the time of submittal of the formal bid. Bidders are expressly informed that any material deviation from the contract documents may be a basis for rejection of the proposal by the Select Board at the time that the Board considers an award of the contract.

Prices must be firm for at least sixty (60) days.

At the time of the opening of proposals, each bidder shall be presumed to have read and be thoroughly familiar with the specifications in this BID NOTICE and all enclosures. The failure or omission of any bidder to receive or examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect to the proposal submitted. Any bidder to whom a contract is awarded shall be responsible for observing applicable standards for fair employment practices and work safety.

For purposes of this BID NOTICE and all Project documents, the term "bidder" shall mean any person, company or organization submitting a Proposal pursuant to this NOTICE and the term "bid" shall mean a Proposal submitted by a bidder.

Bids shall be placed in a sealed envelope marked "**Snow Bowl Food Service Concession**" and received in the Office of the Camden Town Manager, P.O. Box 1207, 29 Elm Street, Camden, Maine 04843 on or before **3:30 p.m., September 30, 2021, (no FAX bids will be accepted)** at which time all bids will be opened and read aloud. Bidders are invited to attend. **No proposal shall be accepted in the event that the envelope containing the proposal is not correctly marked as identified in the preceding sentence and sealed.** Prior to an award of the contract, no town official has been authorized to make any oral modifications or changes in the terms and specifications of this NOTICE.

Beth L. Ward
Camden Snow Bowl GM
P.O. Box 1207, 20 Barnestown Road
Camden, ME 04843
(207) 236-3438

Audra Caler
Camden Town Manager
P.O. Box 1207
Camden, ME 04843
(207) 236-3438

TOWN OF CAMDEN

BID FORM

The undersigned bidder acknowledges receipt of the NOTICE AND INFORMATION TO BIDDERS, BID FORM, AND BID SPECIFICATIONS entitled "Snow Bowl Food Service Concession" and hereby proposes to provide the work as described in the specifications for the bid price shown:

Proposed Revenue to Camden Snow Bowl

Guaranteed Revenue: _____

or

% of Total Sales: _____

Name of Individual / Company: _____

Address: _____

Email: _____

Printed Name of Person Signing Form: _____

Telephone: _____

Signature: _____

Date: _____

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The Snow Bowl food concession proposal should include:

- Experience of Concessionaire
- Proposed menu & prices
- Proposed revenue for Snow Bowl
(either % of total concession revenue or fixed daily/monthly/annual concession fee)
- Marketing plans and other ideas to increase healthy food sales
- Proposed Snow Bowl employee discount program. (In the past, Snow Bowl employees and volunteers have received free tea and coffee, and discounts on other beverages and food while working.)

What you should know about the Camden Snow Bowl:

- It is our goal to provide a service to our guests and in turn, provide a reasonable profit for our vendor, as well as income to the Snow Bowl.
- Philosophically, we would prefer to provide healthy snacks and meal choices, and limit sugary snacks and “junk food” since many of our guests are young (often unsupervised) children.
- The Camden Snow Bowl is willing to consider different models of operation than have been provided in the past.
- Obtaining State certification for kitchen operation is the responsibility of the concessionaire.
- The kitchen has appliances, but no utensils or serving products
- Concessionaire provides cleaning supplies
- Concessionaire is responsible for cleaning tables and removing trash from the kitchen, dining area and outdoor deck
- Concessionaire is responsible for recycling of cooking oil
- Concessionaire pays for the cooking propane
- Food service is expected to align with the Snow Bowl hours of operation, but not limited to those hours i.e., Après ski night and/or special events
- Hours of operation (typically beginning mid-Dec through end of March):
 - MON and TUES:** Closed (*except holidays & vacation weeks*)
 - WED, THURS & FRI:** 10am-7pm
 - SAT, SUN, & HOLIDAYS:** 9am-4pm
 - FEB VACATION WEEK:** 9am-4pm