

REQUEST FOR QUOTE #01156

The Glynn County Recreation and Parks Department ("GCRPD") is currently accepting quotes for concession operations at Neptune Park located in the Pier Village on St. Simons Island for the 2020 summer season. Neptune Park Fun Zone Pool and Mini-Golf attracted approximately 25,500 visitors from Memorial Day to Labor Day in 2018 and in 2019.

Prospective Bidders interested in visiting the concession stand building should contact Victoria Lane at (912) 554-7135 to schedule an appointment (weekdays only).

Sealed quotes may be mailed or submitted in person to the Glynn County Finance Department, 1725 Reynolds Street, Suite 300, Brunswick, GA 31520 no later than **3:00 pm on Friday, February 28, 2020**. All quotes will be evaluated. A recommendation will be forwarded to the Finance Committee and the Board of Commissioners to enter into a concession agreement.

Specifications and Submittals:

1. RFQ Response Form with Offer Amount. Minimum quote is \$6,000.
2. The hours and dates of the concession facility shall be the same as the hours and dates of public swim hours of the Neptune Park Fun Zone Pool, generally Mother's Day weekend through Labor Day. Public swim hours for 2020 are noted below.
3. Selected Vendor will have the option to vend concessions for private pool parties at Neptune Park Fun Zone Pool scheduled through GCRPD from May 1st through Labor Day.
4. Selected Vendor is prohibited from using a radio, tape/CD player, public address or speaker system, playing music, offering for sale anything by shouting or outcry, or otherwise making any noise which tends to annoy the general public.
5. Prior to conducting any of the retail activities authorized by the Concession License Agreement, the Selected Vendor shall obtain a permit from Glynn County as required by Section 2-11-14 of the Glynn County Code of Ordinances.
6. Selected Vendor has the option to request to renew the agreement for two (2) additional years. Approval of the request to renew is contingent upon the County being agreeable to the request.
7. Selected Vendor may not assign, sublet, or transfer any rights, interests, obligations, or responsibilities under the concessions agreement or in the operation of the concession stand, in whole or in part, to another person or party, without the prior written approval of Glynn County, which Glynn County may withhold in its sole discretion.

The highest quote received will determine the most qualified vendor. The successful vendor will be issued a Letter of Intent to Enter into a Concession License Agreement. The successful vendor shall have thirty (30) consecutive days to gather the check-list items needed to operate their concession business or the option will pass to the vendor with the next highest quote. Once award of the agreement is approved by the Finance Committee, a Concession License Agreement will be forwarded for signature. Final execution of the agreement is contingent upon approval of the Glynn County Board of Commissioners.

For more information, contact Victoria Lane at 912-554-7135 or via email at vlane@glynncounty-ga.gov.

REQUEST FOR QUOTE RESPONSE FORM

Vendor/Company Name: _____

Authorized Representative: _____

Address/City/State/Zip: _____

Phone: _____ **Email:** _____

Offer amount: \$ _____

Signature of Authorized Representative: _____ **Date:** _____

Vendor's Concessions Information Check-List 2020

(Items are due to County personnel within thirty (30) days upon receipt of Letter of Intent. These checklist items are due annually for the duration of the Concession Agreement term.)

1. Occupation tax registration – Contact Utrina Rankin (554-7122) at the Glynn County Community Development Department located on the 2nd Floor of the Harold Pate Building, 1725 Reynolds Street, Brunswick, GA.
2. Food Service Permit – from Environmental Health Division of State of GA. Located on 1st Floor of the Harold Pate Building, phone number is 912-264-3931. For pre-packaged food sales only, contact the State Department of Agriculture at 229-386-3489.
3. Georgia Sales Tax Reporting Number – Contact State Sales Tax Unit located in Douglas, GA, phone number is 912-389-4079.
4. Furnish copy of general comprehensive and standard liability insurance (\$500,000 minimum) with the County as an additional named insured.
5. Furnish payment of non-refundable license fee in the amount of \$ _____ (the vendor's quote amount).
6. No alcohol allowed on County park properties.
7. Furnish list of items to be sold at the Neptune Park Fun Zone Concession Building.

NEPTUNE PARK FUN ZONE POOL HOURS – 2020

Weekend Hours – May 9-10 and May 16-17, 2020	
Saturday	11am-6pm
Sunday	1pm-5:30pm

Summer Hours – May 23 – August 9, 2020	
Monday	11am-5:30pm
Tuesday	Closed
Wednesday-Friday	11am-5:30pm
Extended evening hours on Thursdays	5:30pm-7:30pm
Saturday	11am-6pm
Sunday	1pm-5:30pm

Back to School Hours – August 10 – September 7, 2020	
Saturday	11am-6pm
Sunday	1pm-5:30pm
Labor Day (Monday)	11am-5:30pm