

## Concession Information

Baytown and Harbour Tide (Hosts) would like to contract hot and cold concessions to two other teams of the CCSL. This document outlines the procedure for bidding on the concessions and the expectations for the Hosts and Contractors.

### Bidding/Awarding

- ❖ A Team may bid for a Concession by emailing the name of their team, the Concession(s) they wish to bid for, and their contact information to [baytownbuccaneers@gmail.com](mailto:baytownbuccaneers@gmail.com)
- ❖ A Team may bid for one or both Concessions, but will only be awarded one Concession. If bidding for both Concessions, please indicate your first preference.
- ❖ In the event that more than one team bids for a Concession, the hosts will 'draw names' to determine which team will be awarded the concession.
- ❖ In the event that no team bids for a Concession, the Hosts reserve the right to host the concession themselves or solicit bids from other organizations.

### Supplies

A team that is awarded a concession (Contractor) is responsible for obtaining (either through purchase or donation) all food for sale, serving utensils and implements, and any other items necessary to run their concession. The hosts will supply the following: concession space, tables, chairs, ice, running water, sno-cone machine.

For supplies that are donated: the Hosts will include a donor page in the heat sheets for all meets. Contractor(s) must have a list of suppliers to the Hosts by June 21, 2008 in order to have their suppliers included in the donor page.

### Set Up/Clean Up

Contractor will be allowed into the Concession area from 6pm to 9pm on Friday, June 27<sup>th</sup> for set-up. In addition, Contractor will be allowed into the Concession area at 5:30am on meet days for set-up. Contractor must properly clean its area(s) at the end of the meet. In addition, Contractor must be 'checked out' by the Meet Director or Assistant Meet Director at the conclusion of the Champs Series as to the cleanliness and property condition of their areas. Contractor will be charged a replacement/repair fee for any damages to RSS High School or its property.

### Menu/Pricing

Required items for sale are included in the RFP below. Contractor may request to sell additional items, but must gain approval for additional items from Meet Director no later than June 21<sup>st</sup>. Contractor will submit their final menu and pricing to the Meet Director no later than June 21<sup>st</sup>. Menu, pricing, and Team Name will be included in the Heat Sheets for all meets.

## **Money**

Contractors are *not* required to pay a fee to the Hosts for concession space. The Contractor is responsible for obtaining all of their supplies (purchase or donation), setting prices, and cashing their concession. The Contractor's earnings will consist solely of the profits (revenue less expenses) that they make from their concession. In no way will the Contractor share in any other profits from the meet or another concession.

## **Hot Concession RFP**

- ❖ Open for Business: no later than 10am each day
- ❖ Closing Time:
  - Saturday: Event 70, Reserve meet
  - Sunday: Event 80, Champs meet
- ❖ Required Items for Sale: Hamburgers, Cheeseburgers, Hot Dogs (chili/cheese), Sausage-on-a-Stick, Baked Potatoes, Frito Pies, Pizza
- ❖ Additional Items: to be approved by Meet Director no later than June 21<sup>st</sup>
- ❖ Space: Contractor will have a designated, air-conditioned space with electrical outlets (Hosts will not supply extension cords) inside the cafeteria for preparation/serving/selling of their concession items. Contractor will have a designated space outdoors next to the cafeteria for outdoor grilling of food (one shade tree provided).

## **Cold Concession/Drink RFP**

- ❖ Open for Business: no later than 6:00am each day
- ❖ Closing Time:
  - Saturday: Event 70, Reserve meet
  - Sunday, Event 80, Reserve meet
- ❖ Required Items for Sale:
  - Breakfast (6am to 11am): Coffee, Soft Drinks (must be CocaCola brand – no exceptions), bottled water, Powerade, bagels, fruit, yogurt, donuts, breakfast tacos, kolaches, pre-packaged snacks, candy
  - Lunch (10am to closing): Soft Drinks (must be CocaCola brand – no exceptions), bottled water, Powerade, chips, nachos, whole pickles, fruit, pre-packaged snacks, candy, sno-cones
- ❖ Additional Items: to be approved by Meet Director no later than June 21<sup>st</sup>
- ❖ Space: Contractor will have a designated, air-conditioned space with electrical outlets (Hosts will not supply extension cords) inside the cafeteria for preparation/serving/selling of their concession items.

Meet Director: Diane Blankenship, Baytown

Asst. Meet Director: Joe Galvan, Harbour Tide