

**EXPRESSION OF INTEREST
District of Squamish
Food Truck Pilot Project 2016**

1. BACKGROUND

The District of Squamish is introducing an exciting new project for the Summer – a Food Truck Pilot Project! Recent changes to the Zoning Bylaw allow mobile food vendors to operate on District land (including roads, parking spaces, parks, fee simple land) with the District's approval.

2. PROJECT CONTACT (for inquiries, clarification, submission):

Nav Gill
Real Estate Coordinator
Municipal Hall
PO Box 310
37955 Second Avenue
Squamish, BC V8B 0A3
604-815-5024
ngill@squamish.ca

3. DISTRICT REQUIREMENTS

The following will be required by the selected operator(s):

- Operators must have a mobile, self contained unit that shall be removed at the end of each day.
- No permanent structures and/or accessories to the food truck will be allowed.
- Signage must be in accordance with the Sign Bylaw.
- Operators must have all valid permits and licences required. This includes a District of Squamish Business Licence (\$300). As part of the Business Licence approval, Vancouver Coastal Health will review and approve the prospective operators' plans to provide washroom and handwashing facilities to employees.
- Operators need to have \$5 million Commercial General Liability coverage and \$2 million Automobile Insurance. The District of Squamish needs to be named as an additional insured on both.
- Operating hours must be in compliance with the Noise Bylaw.

- A Licence fee of \$1,000 will be required per location.
- Locations
 - See Appendix A for Excluded Locations
 - See Appendix B for High Profile Locations
- Term
 - Until October 15, 2017
- No services provided

4. EOI SUBMISSION REQUIREMENTS

Respondents to the EOI should include the following information in their submission:

- Contact Details
- Desired Area
 - Provide location map
 - Provide a list of all interested locations in order of priority
 - Square footage required
- Waste Management Plan (must be in compliance with the Wildlife Attractant Bylaw)
- Detailed summary of the food menu, please include items, descriptions, prices, etc. (full copy of the menu can be attached).
- Qualifications/History of the business
- Pictures of the Food Truck
- 2 References

The successful respondent(s) will be required to enter into a licence with the District and demonstrate it has the financial resources and appropriate insurance to fulfill the requirements of the agreement.

5. SUBMISSION CLOSING DATE

Three copies of the Proposal must be received by hard copy to the following address or by email.

District of Squamish
 Attn: Nav Gill, Real Estate Coordinator

Email: ngill@squamish.ca

By hand or mail:
 Municipal Hall
 37955 Second Avenue
 Squamish, BC
 V8B 0A3

It is up to respondents to check the District project page for any addenda that may be posted (squamish.ca/foodtruck). Upon receiving submissions the respondents will be deemed to have received notice of all addenda that were posted on the project page and deemed to have considered the information for inclusion in the submission.

6. EOI EVALUATION CRITERIA

EOI submissions will be evaluated based upon, but not limited to, in any particular order, the following:

- Quality of the Submission
- Competence/Experience
- Menu Diversity/Innovation
- Availability of healthy food options
- Fit with the location
- References

Please indicate how your submission meets the evaluation criteria.

7. CONFIDENTIALITY

The District will receive all submissions to this EOI in confidence, including for the purposes of section 21 of the Freedom of Information and Protection of Privacy Act, R.S.B.C. 1996, c. 165. However, due to the right of access to records created by that Act, the District cannot, and does not guarantee that information contained in any submissions will remain confidential if a request for access in respect of any submission is made under the Act.

If a respondent considers that any part of its submission is proprietary, including by reason of it being copyright, the submission must clearly identify those portions that are considered proprietary.

On receipt of expressions of interest the District may: enter into negotiation with some or all of the respondents; or, choose not to continue with this process. No contractual obligations to any party will result from this request of expressions of interest.

**APPENDIX A
EXCLUDED LOCATIONS**

1. Adventure Centre Main Parking Lot and Adventure Centre Gravel Lot



2. Smoke Bluffs Parking Lot



APPENDIX 2
HIGH PROFILE LOCATIONS

1. Municipal Hall/Stan Clarke Park



2. Nexen Beach



3. Darrell Bay



4. McNaughton Park



5. Quest University

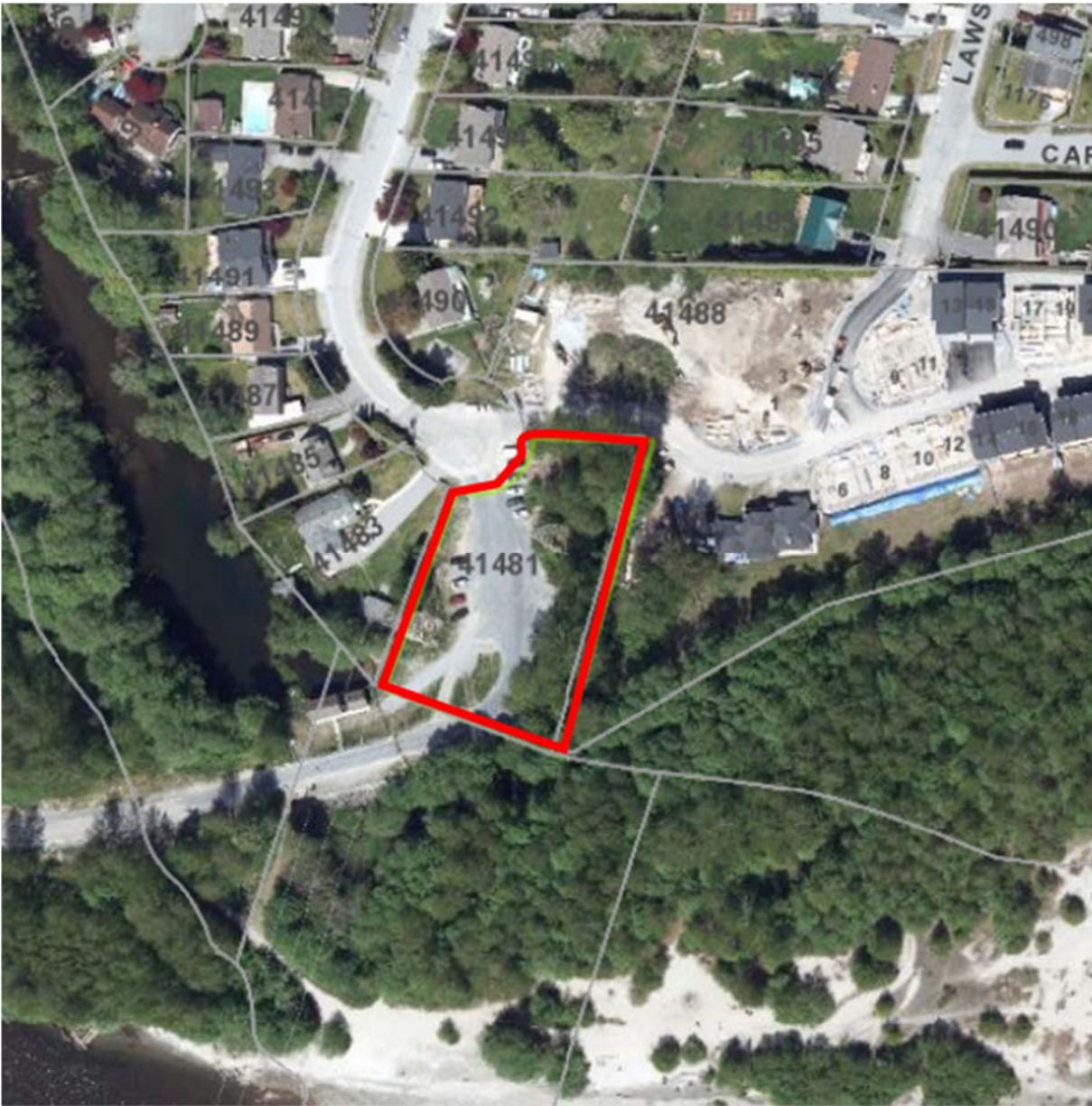


*This location is subject to consultation with current food truck licensees.

6. Train Bridge Dike



7. Fisherman's Park



8. Airport

