

**REQUEST FOR PROPOSALS FOR CONCESSION SERVICES**

**City of Starkville Parks and Recreation**

Notice is hereby given that the City of Starkville Parks and Recreation Department (SPRD) is seeking proposals from individuals/groups who are interested in providing concessions to recreational games at the Sportsplex and McKee Park (not including soccer games) for the 2020 calendar year.

Statements of Qualifications will be received at the Starkville City Hall, Attn: Lesa Hardin City Hall, 110 West Main Street, Starkville, MS 39759, until 10:00 a.m. local time on **January 13, 2020**, at which time they will be taken under advisement.

**Questions regarding this request should be directed to: Gerry Logan at phone number 662-323-2294 or by email at glogan@starkvilleparks.com**

Additional Information:

**The "SPRD" agrees to:**

1. Pay for general maintenance of the concession stand; both interior and exterior.
2. Provide the following equipment that is presently within the buildings:

Travis Outlaw Center

- 2 flat drink coolers
- 1 grill
- 1 refrigerator
- 1 hotdog roller
- 1 popcorn machine
- 1 freezer
- 1 range/oven

Youth Softball

- 1 refrigerator
  - 1 upright drink cooler
  - 1 flat drink cooler
  - 1 freezer
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- 1 popcorn machine
- 1 grill
- 1 hotdog roller
- 1 bun warmer
- 1 nacho cheese warmer
- 1 ice machine
- 1 coffee maker
- 1 chip warmer

#### Adult Softball

- 1 refrigerator
- 2 standup drink coolers
- 1 freezer
- 1 popcorn machine
- 1 grill
- 1 hotdog roller
- 1 bun warmer
- 1 nacho warmer

#### McKee Park

- 1 freezer
- 2 standup coolers
- 1 flat cooler
- 1 grill

3. Provide water/electrical service to be supplied to all concession stands.

**The "Lessee" agrees to:**

1. Be responsible for general clean up and tidiness in and around the concession stands on an ongoing basis. (Lessee can leave garbage bags/boxes outside the door of the concession stand and SPRD will pick them up the next day).
2. Assume responsibility for operation beginning at the time of execution of concessions agreement and commencing through December 31, 2020. The Lessee will notify the Park Office if the Concession Stand will not be open during its regular scheduled times and post a sign at the

site indicating the same.

3. Relinquish the concession stand when other parties lease out the concession stand due to tournament, other events, etc. The "lessee" agrees to empty all of their goods, so that the other party can occupy the stand on the day before their event begins.
4. Concession Stands must be filled one hour before game time, no vehicles are allowed after that time.
5. Implement a minimum of five Healthy Eating and Physical Activity (HEPA) Standards for all food, snacks and drinks served at all concession stands. These standards can be provided if requested.
6. Utilize Clark Beverage Company for drink purchases in accordance with the current Concessions Beverage and Sponsorship Agreement between Clark Beverage and the City of Starkville Parks and Recreation Department.

The return proposal must be **SEALED** and marked "**REQUEST FOR PROPOSAL: Concession Stands due January 13, 2020**". Additionally, the submitter's name and return address must appear on the container for the proposal.

Starkville Parks and Recreation reserves the right to accept or reject any or all responses, or to cancel this request in part or in its entirety.

Lesa Hardin, City Clerk/CFO

PUBLISH: 12-30-19 and 1-6-20

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**LEASE AGREEMENT  
CONCESSION STANDS**

**between**

**STARKVILLE PARKS AND RECREATION  
and**

This agreement made and entered into this \_\_\_\_ day of \_\_\_\_\_ (month), 2020 by and between the Starkville Parks and Recreation Department, hereinafter called "SPRD" and \_\_\_\_\_, hereinafter called the "Lessee", both of which understands the follows:

WHEREAS, the "SPRD" is the owner of the 5 concession stands located at the Sportsplex and McKee Park;

WHEREAS both parties agree that the function of the buildings is to:

- provide well prepared snacks and meals for visitors and spectators to the area
- provide a clean and pleasant atmosphere for visitors and spectators to the area

NOW THEREFORE in consideration of the mutual covenants herein contained, the parties agree as follows:

**The "SPRD" agrees to:**

1. Pay for general maintenance of the concession stand; both interior and exterior.
2. Provide the following equipment that is presently within the buildings:

**Youth**

- 1 refrigerator
- 1 upright drink cooler
- 1 flat drink cooler
- 1 freezer
- 1 popcorn machine
- 1 grill
- 1 hotdog roller
- 1 bun warmer
- 1 nacho cheese warmer
- 1 ice machine
- 1 coffee maker
- 1 chip warmer

**Gym (Inside Multipurpose Facility)**

- 2 flat drink coolers
- 1 grill
- 1 refrigerator
- 1 hotdog roller
- 1 popcorn machine

**Adult**

- 1 refrigerator
- 2 standup drink coolers
- 1 freezer
- 1 popcorn machine
- 1 grill
- 1 hotdog roller
- 1 bun warmer
- 1 nacho warmer

**McKee Park**

- 1 freezer

- 2 standup coolers
  - 1 flat cooler
  - 1 grill
3. Provide water/electrical service to be supplied to all concession stands.

**The “Lessee” agrees to:**

1. Be responsible for general clean up and tidiness in and around the concession stands on an ongoing basis. (Lessee can leave garbage bags/boxes outside the door of the concession stand and SPRD will pick them up the next day).
2. Assume responsibility for operation commencing the date of execution and continuing through December 31, 2020. The Lessee will notify the Park Office if the Concession Stand will not be open during its regular scheduled times and post a sign at the site indicating the same.
3. Relinquish the concession stand when other parties lease out the concession stand due to tournament, other events, etc... The “lessee” agrees to empty all of their goods, so that the other party can occupy the stand on the day before their event begins.
4. Concession Stands must be filled one hour before game time, no vehicles are allowed after that time.

Parks and Recreation – City of Starkville

Per:

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Gerry Logan, Executive Director

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Lessee