Solicitation for Bids for Concessionaire

SPECIFICATIONS/REQUIREMENTS:
- Bitterroot College seeking a beverage/food concessionaire at 103 S 9th Street, Hamilton, Montana
- Bids will be judged proposed on: (a) variety and appeal of sale items, (b) price of sale items, and (c) hours of operation
- Space information: (a) approximately 200 sq. ft., (b) large stainless steel double sink with hot and cold water (no other appliances), (c) space not to commercial kitchen code (no floor drain), and (d) not plumbed for natural gas
- Important information: (a) no janitorial services and (b) all remodeling and/or bringing space to commercial kitchen code at lessee’s expense and may require renegotiating terms of lease

TERMS:
- Bids are due by 02/05/2016 at 5pm
- Decision made by 02/12/2016
- Operation for service will commence no later than: 03/07/2016
- Term will be for 1 year with the right to renew (UM Contracted Services Agreement)
- $350 per month includes electricity, heat, trash service, and water
- Minimum term of operation is fall and spring college semesters (Monday thru Friday)
- Bitterroot College hours of operation during the college semesters are 8am-9pm Mondays-Thursdays, 8am-7pm Friday, and Saturdays to be determined; Concessionaire hours of operation may be less (but not greater) than Bitterroot College hours of operation
- If the bid is awarded to your company, proof of insurance for liability and Workers’ Compensation will be required before work can commence (see appendix A for insurance requirements)

SUBMISSION MATERIALS:
- Business plan for operation of the space including: (a) list of food/beverage items provided with pricing, (b) hours of operation, (c) staffing, and (d) remodel/reorganization of the space (if desired)
- Please submit all materials via email to patricia.skinner@umontana.edu

Please email Patricia Skinner, BC Operations Manager, at patricia.skinner@umontana.edu with any questions or if you would like a walkthrough of the space.