



2014 Carts in Parks Mobile Concessions Program

Metro Parks Tacoma (MPT) is accepting applications for its **Carts in Parks – Mobile Concessions Program** at select MPT signature and community parks from June 1, 2014 through September 29, 2014. The purpose of the program is to provide a variety of mobile concession service (food, beverage and/or the rental of recreation equipment) at the following parks where no other concession service is offered. Food concessionaires offering a wide variety of items for sale (not just ice cream) will be given priority consideration.

Dash Point Park

***Portland Avenue Park**

***Wapato Park**

Dickman Mill

Norpoint Park

***Wright Park**

Jack Hyde Park

***South Park**

***Jefferson Park**

***Titlow Park**

**These parks host MPT's Summer Meals Program sponsored by Subway. Each program participant receives a free Subway sandwich between 12pm and 1pm, Monday through Friday, from June 16th through August 19th. Park sites subject to change.*

Applications will be accepted on a first-come, first-serve basis. Approved concessionaires are required to pay a non-refundable application fee and a *one-time seasonal concessions operations fee prior to the first day of sales. *Payment in the form of check or money order made out to Metro Parks Tacoma is due within 5 days of the application being approved.

Interested concessionaires may submit their application and application fee to:

Metro Parks Tacoma
ATTN: Phedra Redifer
Recreation Department – Rentals/Permits Unit
4702 S. 19th Street, Tacoma, 98405
Email: PhedraR@tacomaparks.com; Phone: 253.592.8019

MPT Healthy Food Policy

MPT is committed to promoting active living and community wellness. Concessionaire's menu shall reflect this commitment by offering healthy alternatives, emphasizing foods and beverages of maximum nutritional value and limiting foods or beverages with minimum nutritional value in accordance with MPT's Healthy Food Options Policy.

All MPT's contracted/permitted concessionaires will also have at least 25% healthy options within the selection and/or menu items adhering to the Healthy Food Guidelines offered to the public.

Program Guidelines

1. No more than (1-2) approved concessionaires per park. If more than one concessionaire is approved, the concessionaires must not have competing food or sundry items.
2. Food concessionaires offering a wide variety of items (not just ice cream) will be given priority consideration.
3. Approved concessionaires must show proof of current City of Tacoma Business License.
4. All required fees and approved insurance documentation must be submitted prior to sales commencing.
5. Concessions sales permits will be issued on a first-come, first-served basis. Please allow (5) business days for application review and approval. Application fees for *approved* concessionaires are non-refundable.
6. MPT-approved concessionaires are required to obtain and show proof of the required Tacoma-Pierce County Health Department health permits prior to sales operations. [www.tpchd.org; or contact Amanda Peters at 253.798.7677; apeters@tpchd.org].
7. Unless pre-authorized, concession sales are not allowed when an MPT-permitted event is in the park.
8. MPT reserves the right to cancel any concessions sales for any reason, at any time.
9. Concessions sales operations must be self-contained and supported. MPT will not provide access to utilities.
10. Concessionaires are required to remove from the park and properly dispose of any refuse generated from stocking and selling concessions. MPT encourages recycling whenever possible.
11. Advertising sales is limited to within 10' of space in either direction from the point of sales location. All signage must be professionally produced, pre-approved by MPT staff and include the following text: "Metro Parks Tacoma approved concessionaire." Advertising cannot be displayed on or near the public-right-of-way directing customers into the park to the concessions location. Concessionaires are prohibited from affixing any signage to trees or staking signs in the ground.
12. Concessionaires are required to obtain and show proof of comprehensive general liability insurance naming Metro Parks Tacoma as additional insured. Final insurance requirements are subject to MPT's Risk Manager review and approval based on types of food and beverage items sold or rental equipment offerings.
13. Concessionaires will be held responsible for any damages to turf, landscape and MPT assets.
14. Concession locations vary from park to park and will be determined during a site visit with MPT staff and the concessionaire. The site visit must occur prior to sales operations commencing.
15. Concessionaires must follow all local City, state and federal laws, codes, rules and regulations.
16. It is the concessionaire's responsibility to conduct background checks on all employees that will be working around youth, elderly, and vulnerable adults. Background check certification may be requested by MPT staff at any time.

Program Restrictions

1. Concession carts must be easily moveable at any time and removed nightly from the park. No vehicles allowed, unless expressly authorized by MPT staff.
2. A picture or drawing of the concession cart must accompany the application. Card tables and bicycles are not permitted.
3. Point of sales footprint cannot exceed 40' in any direction. MPT is not responsible for stolen or damaged carts if left unattended.
4. Concession carts are prohibited from using any sound amplification.
5. Concession carts are permitted to load-in from 9 a.m. – 1 p.m. only and load-out from 5 p.m. – 8 p.m. only.
6. Vendor vehicles are prohibited from parking inside the park.
7. Concession equipment cannot impede the flow of MPT service vehicles or pedestrians on park pathways.
8. No gas or diesel powered refrigeration units are allowed.

MPT representatives reserve the right to inspect the concessionaire's food service equipment and on-site operations, and to interview prospective concessionaires prior to the issuance of a permit. MPT also occasionally uses a "Secret Shop" method to check customer service and operational standards.

Concession stands may be subject to "Secret Shops".

2014 Carts in Parks Mobile Concessions Program

Application Fee / Per Park: \$25/non-refundable application fee
One-Time Seasonal Concessions Fee / Per Park: \$300/one-time, flat fee

PARK CHOICE(s):

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Dash Point Park | <input type="checkbox"/> Dickman Mill Park | <input type="checkbox"/> Jack Hyde Park | <input type="checkbox"/> Jefferson Park |
| <input type="checkbox"/> Portland Avenue Park | <input type="checkbox"/> Norpoint Park | <input type="checkbox"/> South Park | <input type="checkbox"/> Titlow Park |
| <input type="checkbox"/> Wapato Park | <input type="checkbox"/> Wright Park | | |

Doing Business As: _____ Contact: _____

Mailing Address/City/State/Zip: _____

Daytime Phone: _____ Email: _____

(Required) List the concession items for sale and cost per item; attach a separate sheet if necessary:

Describe the concession equipment set-up and **include a picture:** _____

Insurance: Concessionaires are required to obtain and show proof of comprehensive general liability insurance naming Metro Parks Tacoma as additional insured. Final insurance requirements are subject to MPT's Risk Manager review and approval based on types of food and beverage items sold or rental equipment offered.

One-Time Seasonal Concessions Fee: In return for the opportunity to provide concessions to the public, MPT requires a \$300 one-time seasonal concessions fee. Payment in the form of check or money order made out to Metro Parks Tacoma is due no later 5 business days after being accepted as an approved MPT concessionaire. Monthly sales receipts must be provided no later than 7 days after the final day of sales for the season.

Permit Application Fee	\$25
Flat Fee (upon approval)	\$300
Total: \$325	

I agree to comply with all the Metro Parks Tacoma ordinances and regulations related to this concessions permit. I have read, understand and agree to follow the rules and regulations. I agree to hold harmless Metro Parks Tacoma from any and all claims for injury or damage to persons or property suffered in connection with my activities unless such injury or damage is due to the actions of Metro Parks Tacoma. I certify that all the information contained in this permit application is true to the best of my knowledge.

Signature of Applicant

Date

MPT staff

Date