

# Food and Beverage Services

## INVITATION TO PROPOSE

Huron Pines Golf and Country Club is pleased to offer an exciting opportunity for a well-qualified business entity to operate a restaurant and bar to serve as a key attraction within the Town of Blind River. The Huron Pines Golf and Country Club Board of Directors is requesting proposals for the operations of the food and beverage services at Huron Pines Golf and Country Club (herein after referred to as Huron Pines) located at 303 Eldorado Road in Blind River, Ontario.

Qualified competitive sealed proposals must demonstrate experience and knowledge of restaurant/bar operations-including financing, marketing, management and oversight. Any proposal must include a breakfast/lunch/supper menu.

## OBJECTIVE

The objective of this Request for Proposal is to award an operating agreement and long-term lease to an operation who will accomplish the following:

- Provide a restaurant and bar operation with a distinctive menu/experience that will cater to clients of Huron Pines and draw visitors to the area for a memorable experience.
- Maximize attendance through featured menu items, service, ambience and marketing.
- Assessing, provide and install all furnishings and equipment over and above current existing inventory in order to create an attractive and inviting destination.
- Implement quality marketing and effective advertising campaign.

Furthermore, the proposed restaurant and bar will promote public enjoyment and provide job opportunities for local residents.

## REQUIREMENTS

The lessee shall bear sole responsibility of the said services and space during hours of operation.

The lessee agrees to operate a food and beverage service in the agreed locations at Huron Pines with the following terms and conditions:

1. Hours of operation will be set by the General Manager of Huron Pines commencing May 1 of each year. Any deviations must be approved by the General Manager.
2. The lessee shall decorate the indoor dining area and patio dining area with proposed organization of these spaces being accepted by the General Manager. All changes to organization of these spaces must first be accepted by the General Manager.
3. The lessee shall have use of the following restaurant-grade appliances, which will be maintained to functional order by Huron Pines:
  - a. Stove
  - b. Deep fryer
  - c. Fridges/Beverage coolers
  - d. Chest Freezers
4. The lessee is responsible for routine maintenance/proper care and cleaning of freezers, fridges, stoves, oven, deep fryer and any other kitchen equipment supplied by Huron Pines.
5. The lessee is responsible for cleaning all four bathroom facilities in the clubhouse. Bathrooms must be cleaned at a minimum of twice per day. Bathroom facilities must be clean before the first customer arrives at the start of a business day.
6. The lessee must offer table service in both the indoor dining room area and outdoor patio dining area. (Serving area floor plan shown in appendix a).
7. The lessee is responsible for the cleaning of floors and surfaces(including tables, windows, chairs) in the following areas:
  - Kitchen
  - Bar area
  - Patio/Dining area
  - Indoor Dining room
  - Stairs to basement
  - Hallway to bathrooms (basement)
  - Kitchen inventory room (basement)

8. The lessee shall obtain and maintain loss of income and extra expense insurance amounts as will reimburse lessee for direct or indirect loss of earnings such as faulty kitchen equipment ie losses in the business of lessee attribute to prevention of access to the premises as a result of such perils; provided lessee may elect to self-insure for such seasonal operation, and an evaluation carried out by the lessee. Any faulty equipment will be identified to the General Manager (Huron Pines Golf and Country Club).
9. Huron Pines will order and provide all necessary cleaning supplies to carry out the cleaning duties required by the lessee, and maintain the storage area and inventory control of said supplies. Huron Pines will not cover the cost of kitchen-specific cleaning supplies.
10. Huron Pines will obtain and maintain fire and extended coverage insurance on the building and premises, but excluding coverage on the tenant improvements and all the tenants personal property located on or in the premises, in the amounts that the lessor (Huron Pines) deems appropriate.
11. Huron Pines will provide bar cart(s) for use on the golf course. There will be 2 carts available. On mens night the lessee must provide appropriate service on the golf course utilizing 2 golf carts unless otherwise indicated by the General Manager. The lessee adheres to the rules and regulations as laid out by the AGCO. In the absence of the lessee or its authorized manager, the General Manager will have the authorization to direct staff in a manner to ensure consistent customer services and operations are followed.
12. A selection of food options will be available on the bar cart or delivered to the customer on the course upon request.
13. The lessee shall provide credit card and interac services consistent with those of Huron Pines.
14. The gratuity for tournament meals can be applied by lessee, with notification to the Tournament Organizer at time of booking.
15. Agreement between lessee and General Manager of tournament meals made in advance, and no changes made within 2 weeks of tournament dates.
16. Communications from Huron Pines are to be coordinated by the General Manager to the lessee, and any communications to the lessee's staff will be coordinated with the lessee.
17. Proof of liability insurance including liquor liability shall form an attachment to the lease. Coverage shall be a minimum of Five million dollars liability and must be in force throughout the agreement. A copy of the policy given to the General Manager (Huron Pines) by April 30 of each year.

18. The lessee is to provide an inventory report of all Huron Pines equipment at the end of season. Malfunctioning equipment is to be identified to the General Manager so corrective action can be determined in the event of annual budgetary impacts.
19. Administration of liquor license is the responsibility of the lessee. Issues or concerns that may develop for the license administration should be addressed with the General Manager.
20. The lessee must provide a copy of liability insurance as well as a copy of all employee Smart Serve Certifications.

#### EVALUATION AND SELECTION PROCESS

The Huron Pines Board of Directors will conduct the selection process. The Board reserves the right to reject any proposal or terminate negotiations at any time. The Board reserves the right to request additional information from any or all proposers. The Board reserves the right to conduct interviews with any or all proposers.

An Evaluation Subcommittee will evaluate proposals privately. The committee will make a recommendation to the Huron Pines Board of Directors for final selection. The proposals will be evaluated out of a total of 100 available points. Points are awarded by grading the proposer of the following criteria:

## CRITERIA

## POSSIBLE POINTS

### PROPOSED RENTAL

10

The value of the proposed rental fee is high

### APPROACH TO SCOPE OF WORK

25

The Proposer demonstrates how they intend to perform the services requested by Huron Pines ie. Staffing and menu in line with needs of existing customer base.

### QUALIFICATIONS

30

The Proposer's background and history makes them uniquely qualified. The Proposer provides specific methods relating to management of a Restaurant. The Proposer demonstrates previous successful business ventures.

### MARKETING PLAN

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The Proposer provides a clear and detailed description of how their marketing will attract business to Huron Pines, and how their business will cater to the pre-existing golfing customer.

### MENU

25

The Proposer provides a detailed sample menu including draft pricing.

# PROPOSAL

Sealed proposals shall be submitted on the attached "Request for Proposal" form. Proposals must be typed and printed on standard 8.5"x11" paper, with all pages bound or stapled on left side. Proposals will be accepted as of Wed Jan 10 2024. All proposals must be received no later than 4pm on Friday Jan 26 2024, and shall include the following:

- Cover letter including marketing plan
- Proposed menu with draft pricing
- Summary of relevant experience and qualifications
- Any enhancements to the services being considered

\*Please note that a minimum bid is required in the amount of **\$22 000** per year.

Proposals may be mailed/hand delivered to:

Attn Kevin Cain General Manager  
Huron Pines Golf and Country Club  
PO Box 2041  
Blind River, ON P0R 1B0

Questions should be directed to General Manager Kevin Cain

Manager@huronpines.com