

# **HURON PINES GOLF AND COUNTRY CLUB**

FOOD & BEVERAGE SERVICES

REQUEST FOR PROPOSAL

RFP #01022021

Issued: February 10<sup>th</sup> 2021

Accepting Proposals as of: February 24<sup>th</sup> 2021

Proposals Due: March 3<sup>rd</sup> 2021



# Food & Beverage Services

RFP #01022021

## INVITATION TO PROPOSE

Huron Pines Golf & 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 & Country Club Board of Directors is requesting proposals for the operations of the food and beverage services at Huron Pines Golf & Country Club (hereinafter 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.

## 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, ambiance, and marketing;
- Assess, provide, and install all necessary furnishings and equipment over and above current existing inventory in order to create an attractive and inviting destination;
- Implement quality marketing and an effective advertising campaign.

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

## REQUIREMENTS

The Lessee shall bear sole responsibility for the operation 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 to be set by mutual agreement between the Huron Pines General Manager and the Lessee commencing May 1<sup>st</sup>, of each year.
- 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 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 4 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 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 i.e. losses in the business of Lessee attributable 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 & 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 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 the premises, but excluding coverage on the tenant improvements and all the tenant's 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 shall be two carts available, however, if no special events are occurring or extreme slow customer flow, only one cart will be warranted. On Men's Night, the lessee must provide appropriate service on the golf course utilizing two carts unless otherwise indicated by General Manager. The lessee adheres to all 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 authority 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 on course to the customer upon request.
- 13) The Lessee shall provide credit card and Interac services consistent with those of the Huron Pines.

- 14) Gratuity for tournament meals can be applied by Lessee, with notification to the tournament organizer at the time of booking.
- 15) Agreement between Lessee and General Manager of tournament meals made in advance, and no changes made within two weeks of the tournament date.
- 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 Three Million Dollars (\$3,000,000.00) liability and must be in force throughout the agreement and a copy of the policy given to General Manager (Huron Pines) by April 30<sup>th</sup> of each year.
- 18) The lessee is to provide an inventory report of all Huron Pines equipment at end of season. Malfunctioning equipment is to be identified to the General Manager so corrective actions can be determined in the event of annual budgetary impacts.
- 19) Administration of the liquor license is the responsibility of the Lessee. Any issues or concerns that may develop for the license administration will be addressed with the General Manager.

## 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.

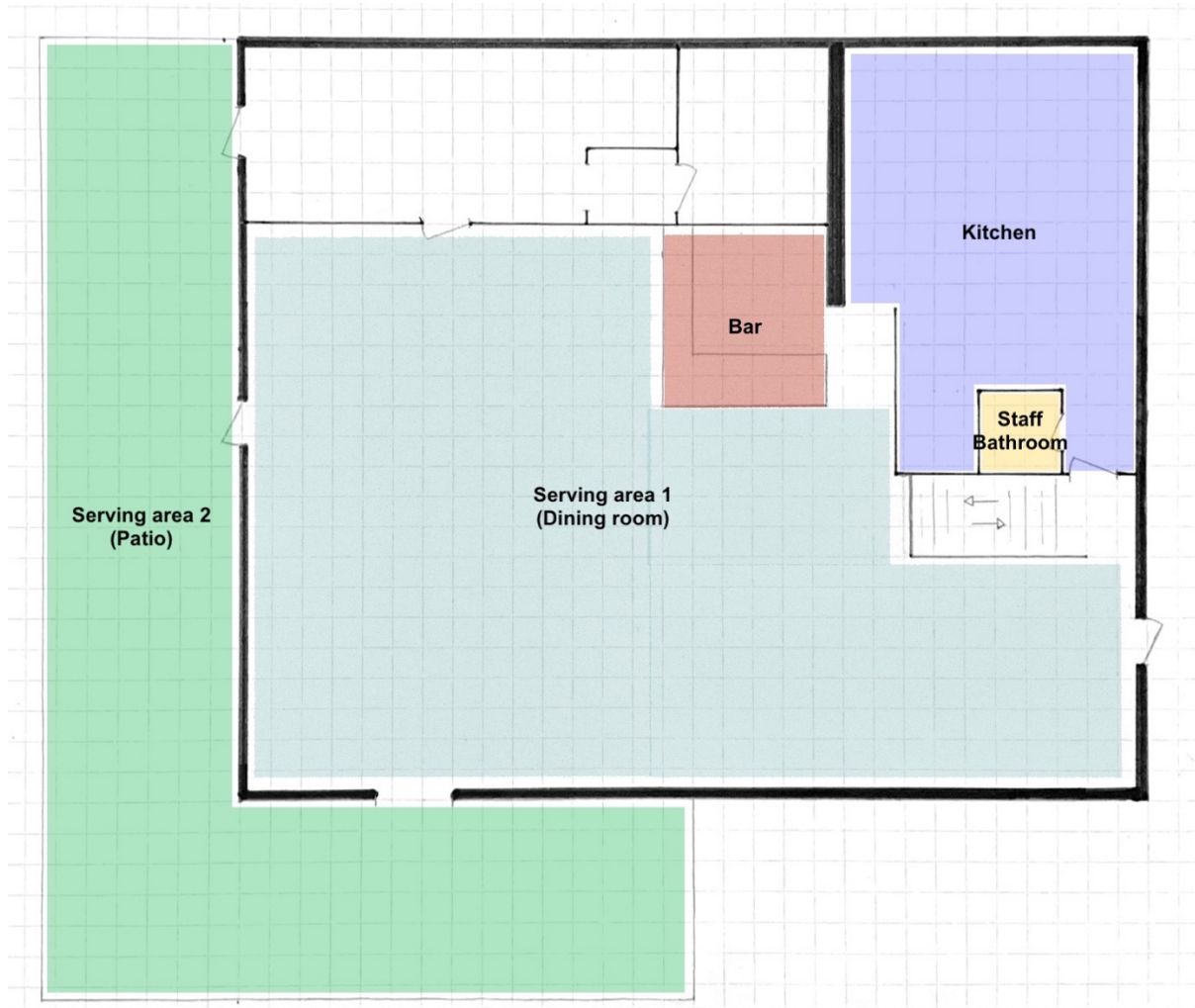
An Evaluation Subcommittee will evaluate proposals privately. The committee will make a recommendation to the Huron Pines Board of Directors for final selection. Proposals will be evaluated out of a total of 100 available points. Points are awarded by grading the Proposer on the following criteria:

<b>Criteria</b>	<b>Possible points</b>
<b>PROPOSED RENTAL FEE</b> The value of the proposed rental fee is high.	50
<b>APPROACH TO SCOPE OF WORK</b> The Proposer demonstrates how they intend to perform the services requested by Huron Pines.	15
<b>QUALIFICATIONS</b> 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.	15
<b>MARKETING PLAN</b> 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.	10
<b>MENU</b> The Proposer provides a detailed sample menu including draft pricing.	10



APPENDICES

APPENDIX A – Huron Pines Golf & Country Club Floorplan



Serving Area 1 (Dining Room) – 1,650 sq feet

Serving Area 2 (Patio) – 1,235 sq feet





Request for Proposal  
Huron Pines Golf & Country Club Food & Beverage Service

Proponent Name	
Address	
Proponent Phone/Cell Numbers	
Proposed Business Name	
Year 1 Rental Fee <ul style="list-style-type: none"><li>• Proposed monthly schedule of payment</li></ul>	
Year 2 Rental Fee <ul style="list-style-type: none"><li>• Proposed monthly schedule of payment</li></ul>	
Year 3 Rental Fee <ul style="list-style-type: none"><li>• Proposed monthly schedule of payment</li></ul>	

**\* Interviews may be requested by Huron Pines Golf & Country Board of Directors**