



Request for Proposals

Food Concession Services at
Diamond Tooth Gerties Gambling Hall
Dawson City, Yukon



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The Klondike Visitors Association (KVA) hereby requests formal proposals to provide food concession services at Diamond Tooth Gerties Gambling Hall (Gerties) for three seasons, January through October, commencing January 2024 and ending October 2026. Interested providers are asked to submit a clearly marked, complete proposal, by emailed document, or in person, addressed to:

2024 DTG Food Concession Services

Attention: Ricky Mawunganidze, Executive Director
Klondike Visitors Association

Contacts for additional information:

Ricky Mawunganidze, Executive Director; rmawunganidze@dawson.net or,
Thomas McCabe, Interim Casino Manager; tmccabe@dawson.net

Deadline for information requests is August 11, 2023

Deadline for receipt of proposals is August 22, 2023 at 9:30am Yukon Time

A non-mandatory site visit will be held between 2:00pm and 3:00pm on Wednesday August 2, 2023 at Diamond Tooth Gerties Gambling Hall. **Proponents must RSVP prior.**

www.DiamondToothGerties.ca

Instructions to Proponents

Closing Date/Time/Location

Submissions must be received by 9:30am Yukon Time, on August 22, 2023.

- By Email: With “2024 DTG Food Concession Services” as the subject line to kva@dawson.net
- By hand delivery: One (1) copy of the Proposal along with one (1) electronic copy of the Proposal on a USB stick should be enclosed and sealed in an envelope clearly marked: “2024 DTG Food Concession Services” delivered to the KVA front Desk: 1002 Front Street (Above the Visitor Information Centre)

Amendment to Proposals

Proposals may be amended in writing and sent via email at kva@dawson.net on or before the closing. Such amendments should be signed by the authorized signatory of the Proponent.

Addenda

If the KVA determines that an amendment is required to this RFP, the KVA will post the Addendum on the Diamond Tooth Gerties website <https://diamondtoothgerties.ca/careers/>. Each addendum will be incorporated into and become part of the RFP. No amendment of any kind to the RFP is effective unless it is contained in a written addendum issued by the KVA. It is the sole responsibility of the Proponent to check and ensure any and all amendments are included prior to submitting their final Proposal.

Withdrawal of Proposals

The Proponent may withdraw their Proposal at any time by submitting a written withdrawal email to kva@dawson.net on or before the closing.

INTRODUCTION & SCOPE

Purpose of Work

The Klondike Visitors Association invites qualified Proponents with capabilities and experience to submit proposals to enter into an agreement for food concession services at Diamond Tooth Gerties Gambling Hall seasonally for three (3) seasons. The KVA is seeking a food concession operator who clearly demonstrates the best food concession management and a product offering which responds to the expected casino clientele.

Location

The food concession is located in Diamond Tooth Gerties Gambling Hall. All interested operators are invited to view the food concession space and amenities at a non-mandatory site visit on Wednesday August 2, 2023 from 2:00pm-3:00pm Yukon Time. Potential applicants must RSVP for the site visit.

Facility Operations Summary

Typically, the food concession at DTG operates from January to October annually. The food concession typically serves casino guests seven (7) nights a week during the regular casino season (May-September) and on weekends during the shoulder season (January-April, October).

REQUIREMENTS**Scope of Work**

The agreement term will be January-October annually for three years commencing on January 1, 2024 and concluding on October 31, 2026, with an option to extend the term for up to one (1) three-year term by renegotiated mutual agreement. Specific days of operation will be concurrent with the casino operating schedule, tentatively:

- 7:00pm – 1:00am daily starting mid-May to end of September
- 2:00pm – 1:00am on select weekends
- 7:00pm – 1:00am on select weekends in the shoulder season
- Option to open for Community Event Casinos, dates to be determined

Menu Offering

The KVA is inviting proposals that provide competitive pricing, strategic menu development to minimize customer wait times, pricing to encourage sales of healthy choices, a pleasing product presentation style, period-appropriate display signage.

Proponent Responsibilities

Proponents must provide a turnkey food concession operation, including but not limited to all additional equipment, supplies and personnel necessary to provide the food items outlined in their proposal. All costs of operating the food concession will be to the account of the successful proponent.

The successful proponent is expected to operate the food concession at a minimum, during times specified by the KVA, however the KVA will work cooperatively with the successful proponent regarding hours of operation.

Klondike Visitors Association Responsibilities

The KVA will provide select equipment, fire extinguisher, power, and water to the food concession location. Proponents should review the existing space for accuracy. Proponents are entirely responsible for determining whether the location can meet their operational needs.

EVALUATION CRITERIA AND EVALUATION PROCEDURES

Mandatory Criteria

A completed proposal has been received on or before the submission date of August 14, 2023 at 9:30am MST.

Non-Mandatory Criteria

Proposals will be assessed against the following criteria, which are not intended to be exhaustive and are not ranked in order of preference or priority:

- **Operator (20 Points)**
 - Brief Operator background history, overview, and experience of the Operator.
 - Key Operator personnel and their role as it relates to the KVA food concession operation.
 - Key contacts and their roles and responsibilities.
 - The list of equipment to be added in the food concession.
 - Menu sample with product portfolio available at commencement and products contemplated to be added in the future complete with estimated timelines.
 - Provide details on how you will manage the food concession operation.
 - Anything else the proponent may wish to include to enhance this section.
- **References (10 Points)**
 - Provide references from locations where similar services have been provided within the past five (5) years. Indicate the type of service(s) provided.
- **Financial Information (40 Points)**
 - The percentage of gross revenues less GST to be offered to the KVA, no less than 15% + GST up to a maximum of \$35,000, in addition to the terms and schedule of payments.
 - A sample of the type of report to be provided monthly showing sales and commissions payable to the KVA.
 - Anything else the proponent may wish to include.
- **Menu & Service (30 Points)**
 - A separate section outlining: the types of food and beverages to be provided, competitive pricing, a pleasing product presentation style, period-appropriate signage, and strategic operations that minimize customer wait times.
 - Demonstrated consideration for the Government of Canada's "Canada's Food Guide", latest version.

PROPOSED CONTRACT

The KVA's form of Contract is available upon request. Proponents are strongly encouraged to request and review the Contract and bring any items of concerns to the KVA's attention prior to the closing date and time, otherwise the agreement will be deemed to be accepted as is.

GENERAL CONDITIONS

No Contract

By submitting a Proposal and participating in the process as outlined in this RFP, proponents expressly agree that no contract of any kind is formed until a fully executed contract is in place.

Privilege Clause

The highest or any proposal may not necessarily be accepted.

Acceptance and Rejection of Submissions

This RFP does not commit the KVA, in any way to select a preferred Proponent, or to proceed to negotiate a contract, or to award a contract. The KVA reserves the right in its sole discretion to cancel this RFP, up until award, for any reason whatsoever.

The KVA may accept or waive a minor and inconsequential irregularity, or where applicable to do so, the KVA may, as a condition of acceptance of the Submission request a Proponent to correct a minor or inconsequential irregularity with no change in the Submission.

Conflict of Interest

Proponents shall disclose in their Proposals any actual or perceived Conflict of Interest and existing business relationships it may have with the KVA, its elected officials, appointed officials or employees.

Solicitation of Board Members and KVA Staff

Proponents and their agents will not contact any member of the KVA Board or KVA Staff with respect to this RFP, other than the KVA Contacts named in this document.

No Claim for Compensation

Proponents agree that by participating in the RFP process they have no claim for compensation. Proponents are solely responsible for their own expenses in preparing and submitting a Proposal and for any meetings, negotiations, or discussions with the KVA.

Ownership of Proposals

All Proposals, including attachments and any documentation, submitted to and accepted by the KVA in response to this RFP become the property of the KVA.

Confidentiality

All submissions will be held in confidence by the KVA. The value of the award will not be released. Please note that the name of the successful vendor may be routinely released.