



TOWN OF SNOW HILL
REQUEST FOR PROPOSALS (RFP)
FOR THE OPERATION OF THE PADDLEWHEEL BOAT,
THE BLACK-EYED SUSAN

1. Introduction:

The Town of Snow Hill is seeking an Experienced restaurateur to operate the paddlewheel boat, *The Black-Eyed Susan* from the port of Snow Hill. *The Black-Eyed Susan* is 111 feet long and 28 feet wide. Seating capacity is 149 on 2 decks, seating 100 on the main salon. There are 2 bars and a small commercial kitchen. The Town of Snow Hill hereby requests a written proposal for contractors to perform all aspects on the operation of this floating restaurant.

2. Requested Services.

The successful candidate will be responsible for all aspects for the operation of the vessel. Services are to include food and beverage service and full bar.

The boat requires a state liquor license at a cost of \$500 and is the responsibility of the Contractor.

Lease arrangements will be negotiated and will be triple net. There are no property taxes. The Contractor will pay a lease fee to the town, under a contract, the terms of which are to be determined. The contractor shall be responsible for all

operational, insurance, and maintenance costs incurred throughout the duration of the lease. The contractor will be responsible to provide references.

3. Description of the work to be performed.

Hiring and training staff, including staff competent in lawfully operating commercial vessels on the navigable waters of the state of Maryland.

It shall be expressly understood that no employee, official or agent of the contractor shall be deemed an employee of the town.

Consistently operate the vessel according to the terms of the contract and on a schedule to be agreed upon as relates to months of operation.

Maintain compliance with the USCG in all ways required: training, drills and maintenance. The contractor shall maintain all records of compliance and permit inspection of the records to the town upon request.

Maintain the appearance of the vessel in a clean and orderly fashion.

Allow for 2 "Snow Hill Days" per year with a reduced rate for Snow Hill citizens to be negotiated.

Marketing: The contractor will be responsible for marketing. The town will assist in the effort to promote the vessel. The town has received some assurances that the Worcester County Department of Economic Development and Tourism will provide assistance as well.

4. Bidder Qualifications and Proposals.

The Town requests that applicants interested in submitting proposals:

A. Bid the following to provide all of the services described in the Proposal specification section of the RFP for the season.

B. Provide a certificate of commercial general liability insurance with limits no less than \$1,000,000 on a per occurrence basis. The contractor will need to name the town as additional insured, with all rights of the named insured, at the time of lease.

C. Submit a written summary of their qualifications, years in business, and experience providing the level and type of service specified in this RFP.

D. Provide a list of three (3) references of clients that have a current contract for services.

E. Specify the primary contact person, clerical contact, and owner or owner's agent of a company.

F. Provide confirmation that neither the contractor nor any employee would have a conflict of interest with respect to the proposal if the contractor were selected to perform the services required.

H. Provide written assurance that it complies with all federal, state and local employment and anti-discrimination laws, including but not limited to, worker's compensation laws, the Fair Labor Standards Act, and the Maryland Fair Employment Practices Act.

5. Term of Contract.

The term of the contract shall be negotiated. Please note that this RFP, the requirements set forth herein, and the proposal submitted by the successful candidate shall be adopted and incorporated into the contract.

The Town of Snow Hill reserves the right to extend the contract as shall be provided in the contract without undertaking a new bidding process.

Any contract resulting from this RFP is subject to approval by the Town's Council prior to taking effect.

6. Payment.

Consideration for the right to operate the vessel shall be from the contractor to the Town in the form of payments, which will be due monthly on the first (1st) of the month, for the duration of the contract in an amount to be determined by the contract.

7. Selection Process.

The Town of Snow Hill reserves the right to reject all proposals and the right to reject a proposal which is in any way incomplete or irregular. Proposals will be awarded to the best overall proposal as determined by the best interests of the Town of Snow Hill. In comparing the responses to the RFP and making awards, the Town of Snow Hill may consider such factors as quality and thoroughness of a proposal. Preference will be given to those contractors providing demonstrated capability and experience and financial capability.

8. General Requirements of the response to this RFP.

Two copies of a written response to this request for proposal must be submitted to the Town of Snow Hill on or before 4:00pm on March 5, 2021. Proposals submitted after the above deadline shall be considered late, and will not be opened or considered. Faxed proposals will not be accepted. Proposals may be e-mailed to the Town Manager at gweber@snowhillmd.com, or mailed/hand delivered in an envelope clearly marked with the following information:

**RFP- Black-Eyed Susan
Town of Snow Hill
103 Bank Street
Snow Hill, Maryland 21863**

Please note that all submitted proposals are public records under the Maryland Public Information Act.

9. Additional information.

All questions regarding this Request for Proposal shall be directed to:

*Gary Weber, Town Manager
Cell: (410-251-7193)*

Town of Snow Hill
103 Bank Street
Snow Hill, Maryland 21863