

TOWN OF CHESTER
REQUEST FOR PROPOSALS (RFP)
FOOD AND BEVERAGE CONCESSION VENDOR

Town of Chester
1786 Kings Highway
Chester, New York 10918
(845) 469-7000

The Town of Chester, County of Orange, State of New York is seeking responses to this Request for Proposals (“RFP”) from qualified alcohol/beverage vendors for the provision of alcohol/beverage services and limited food/concession products for events to be held at the Sugar Loaf Performing Arts Center (“SLPAC”).

Responders to this RFP must be prepared to be the Town’s sole provider of alcohol/beverage services; provide limited food/concession products for events held at the SLPAC; and shall be responsible for subcontracting with catering companies, to be approved by the Town, who will provide full food and concession items for events held at the SLPAC. Responders shall be expected to meet or exceed the minimum qualifications set forth in this RFP. Qualified Responders must demonstrate experience in the provision of alcohol/beverage services and limited food/concession products at major public events.

The intent of this RFP is to identify entities that are qualified and capable of providing these services for the Town of Chester. Services will be required to commence in November, 2020 and will continue for a period of five (5) years, with a possible additional five (5) year term.

All materials submitted shall become the property of the Town of Chester and will be subject to the New York State Freedom of Information Law contained in Article 6 of the New York State Public Officers’ Law. If any proprietary information is submitted with the qualifications, it must be clearly identified and a request to keep such information confidential must be submitted.

All responses to this RFP shall be made in accordance with the documents on file with the Town Clerk related to this RFP. Responders may obtain copies of the documents through the Town Clerk at the above address, Monday through Thursday during normal business hours. Responses to this RFP shall be submitted only on the forms enclosed in the documents related this RFP and any responses submitted on other forms shall be unacceptable. Only responses containing all of the required information shall be considered. The Town Board reserves the right to reject any and all proposals offered.

Linda Zappala, Town Clerk
Dated: September 10, 2020