

**EXPRESSION OF INTEREST**  
**District of Squamish**  
**Adventure Centre Gravel Lot**

**1. BACKGROUND**

The District of Squamish is introducing an exciting new project for the Summer – a Food Truck Pilot Project! Recent changes to the Zoning Bylaw allow mobile food vendors to operate on District land (including roads, parking spaces, parks, fee simple land) with the District's approval. As part of this project we would like to have a food operation located at the Adventure Centre Gravel Lot to animate the site!

This EOI differs from the Food Truck EOI as the District is seeking a potential year round operation and one that can be left on site. The District will also consider a structure being installed on the land as apposed to a mobile food truck.

**2. PROJECT CONTACT** (for inquiries, clarification, submission):

Nav Gill  
Real Estate Coordinator  
Municipal Hall  
PO Box 310  
37955 Second Avenue  
Squamish, BC V8B 0A3  
604-815-5024  
[ngill@squamish.ca](mailto:ngill@squamish.ca)

**3. DISTRICT REQUIREMENTS**

The following will be required by the selected operator:

- Services will need to be arranged (water, power, etc.)
- Signage must be in accordance with the Sign Bylaw.
- Operators must have all valid permits and licences required. This includes a District of Squamish Business Licence (\$300).
- Needs to have \$5 million Commercial General Liability coverage with the District named as an additional insured.
- Operating hours must be in compliance with the Noise Bylaw.

- Building Permit
- Must be a complementary to Caffe Garibaldi, located in the Adventure Centre, and the future Forest Centre to be located in the Adventure Centre Gravel Lot.

#### **4. EOI SUBMISSION REQUIREMENTS**

Respondents to the EOI should include the following information in their submission:

- Contact Details
- Desired Area
  - Provide location map
  - Square footage required
- Length of Term desired
- Waste Management Plan (must be in compliance with the Wildlife Attractant Bylaw)
- Detailed summary of the food menu, please include items, descriptions, prices, etc. (full copy of the menu can be attached).
- Qualifications/History of the business
- Pictures of the Food Truck
- How the operation complements the proposed Forest Centre and Caffe Garibaldi?
- Proposed Fee
- 2 References

The successful respondent will be required to enter into a licence with the District and demonstrate it has the financial resources and appropriate insurance to fulfill the requirements of the agreement.

#### **5. SUBMISSION CLOSING DATE**

Three copies of the Proposal must be received by **Monday May 9<sup>th</sup> by 4:30PM** by hard copy to the following address or by email.

District of Squamish  
Attn: Nav Gill, Real Estate Coordinator

Email: [ngill@squamish.ca](mailto:ngill@squamish.ca)

By hand or mail:  
Municipal Hall  
37955 Second Avenue  
Squamish, BC  
V8B 0A3

It is up to respondents to check the District project page for any addenda that may be posted ([squamish.ca/foodtruck](http://squamish.ca/foodtruck)). Upon receiving submissions the respondents will be deemed to have received notice of all addenda that were posted on the project page and deemed to have considered the information for inclusion in the submission.

## **6. EOI EVALUATION CRITERIA**

EOI submissions will be evaluated based upon, but not limited to, in any particular order, the following:

- Quality of the Submission
- Competence/Experience
- Menu Diversity/Innovation
- Availability of healthy food options
- Fit with the location
- Fit with Caffe Garibaldi/Forest Centre
- References

Please indicate how your submission meets the evaluation criteria.

## **7. CONFIDENTIALITY**

The District will receive all submissions to this EOI in confidence, including for the purposes of section 21 of the Freedom of Information and Protection of Privacy Act, R.S.B.C. 1996, c. 165. However, due to the right of access to records created by that Act, the District cannot, and does not guarantee that information contained in any submissions will remain confidential if a request for access in respect of any submission is made under the Act.

If a respondent considers that any part of its submission is proprietary, including by reason of it being copyright, the submission must clearly identify those portions that are considered proprietary.

**On receipt of expressions of interest the District may: enter into negotiation with some or all of the respondents; or, choose not to continue with this process. No contractual obligations to any party will result from this request of expressions of interest.**

APPENDIX A  
MAP OF ADVENTURE CENTRE GRAVEL LOT



