

City Council

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REQUEST FOR SEALED BIDS (RFSB) – 2023 CITY DIRECTED PEDDLER, SOLICITOR AND TRANSIENT MERCHANT SALE LOCATIONS

General Information

Pursuant to Section 10-37 of the City Code, the City has designated six (6) sites within the City on public property (described more specifically in Appendix I of the Business Licenses Administrative Regulations included in this packet) upon which peddlers, solicitors and transient merchants may be permitted to operate for the sale of food items. The purpose of this document is to solicit sealed bids from interested peddlers, solicitors and transient merchants for the use of these six sites.

Contents of RFSB Packet

Included within this packet are the following documents:

- Application for Peddler/Solicitor/Transient Merchant Permit (Food Vending on City Directed Sale Locations)
- Business Licenses Administrative Regulations (Including Site Maps depicted in **Appendix I**)
- Business License Fee Schedule
- Chapter 10, Article II of the City Code regarding Business Licenses and Permits

All interested bidders must review the documents included with this packet prior to submitting a bid in response to this RFSB.

Specifications & Deadline

All interested bidders must submit a completed Application for Peddler/Solicitor/Transient Merchant Permit (Food Vending on City Directed Sale Locations) and any supporting information/documentation required by the Application.

The BID FORM on the following page must be submitted with the Application, and interested bidders must specify their bid amount for *each site* they are applying for. Pursuant to the Business License Fee Schedule, **the minimum bid amount for each site is \$500.**

All Applications and Bids should be submitted in a sealed envelope to the City Clerk's office by 10:00 AM on Friday, June 2, 2023 and shall be clearly marked on the outside of the envelope "CITY DIRECTED SITE BID."

Evaluation & Review

Permits will generally be awarded to the highest bidder for each location. Notwithstanding, the City may also consider, among others, the following factors:

- i. Financial responsibility of the bidder;
- ii. City's past dealings with the bidder;
- iii. The type of goods proposed to be sold by the bidder;
- iv. Adequacy of equipment if vending from stand, cart and/or any other mobile device;
or
- v. Any other pertinent considerations.

The City may reject bids for any or all the following reasons, among others:

- i. Failure of the bidder to respond to the requirements of the request for bid;
- ii. Submission of a late bid, mistake or error by the bidder;
- iii. Fraud, collusion, or conflict of interest;
- iv. Indebtedness to the City;
- v. Any previous "violations of public trust" by the bidder; or
- vi. Any other reason in the City's sole discretion.

The City Clerk will publicly open all bids submitted. Bid opening will be immediately after the deadline above and will be open to the public. All bidders will be timely notified of any award of permit or of a decision not to award a permit.

BID FORM – CITY DIRECTED MOBILE VENDING SITES

I hereby state that all the information I have provided is true, accurate, and complete. I hereby state that I have authority to submit this bid, which will become a binding contract if accepted by the City of Cadillac. I hereby state that I have not communicated with, not accept nor offered anything of value from or to any official or employee of the City of Cadillac that would tend to destroy or hinder free competition.

I hereby submit the following bid(s):

Site	Type	Minimum Bid	Bid
1a. Cadillac Commons	Food Truck Location	\$1,225	
1b. Cadillac Commons	Food Cart Location	\$500	
2a. McKellop Walkway	Food Truck Location	\$1,225	
2b. McKellop Walkway	Food Cart Location	\$500	
3a. Kenwood Park	Food Truck Location	\$1,225	
3a. Kenwood Park	Food Cart Location	\$500	

SIGNED: _____ NAME: _____

TITLE: _____ DATE: _____

FIRM NAME: _____
(Must match applicant name on Permit Application)

PHONE: _____

ADDRESS: _____
(STREET)

(CITY)

(STATE)

(ZIP CODE)