



**TOWN OF RIVERHEAD
YVETTE AGUIAR, SUPERVISOR
200 HOWELL AVENUE RIVERHEAD, NY 11901
PHONE: 631-727-3200
TERESA BALDINUCCI, PURCHASING AGENT**

**BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES
2021**

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BIDDERS NAME

BIDDERS ADDRESS

CITY, STATE, ZIP

(_____) _____
PHONE NUMBER

EMAIL ADDRESS: _____

In compliance with your advertisement for bids to be opened on June 10, 2021 and subject to all conditions thereof, the undersigned hereby proposes to furnish the item(s) and/or service(s) itemized in this proposal in accordance with the Notice to Bidders, General Information Agreement and Specifications contained herein on the Bid Proposal Form attached.

Bidder certifies that the prices quoted herein do not include Federal Excise Tax or any Federal, New York State or City Sales Tax and are not higher than prices charged to any governmental or commercial consumer for like merchandise and/or service; and all prices include shipping and freight charges to any Municipal building or site within the Town of Riverhead.

Respectfully submitted,

SIGNATURE

PRINTED NAME/ TITLE

DATE

**THIS PAGE MUST BE COMPLETED, SIGNED, AND RETURNED WITH BID
PLEASE PRINT VENDOR NAME ON THE BOTTOM OF EACH PAGE OF THIS BID.**

VENDOR NAME _____



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**TOWN OF RIVERHEAD
NOTICE TO BIDDERS**

Sealed bids for **ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES 2021** will be received by the Town Clerk of the Town of Riverhead at Town Hall, 200 Howell Avenue, Riverhead, New York, 11901, until **11:00 a.m. on June 10, 2021**, at which time all bids received shall be opened and read aloud.

Bid Specifications and/or Plans may be obtained by visiting the Town of Riverhead website at www.townofriverheadny.gov on or after **May 27, 2021**. Click on "Bid Requests" and follow the instructions to register.

All bids are to be submitted in a sealed envelope bearing the designation **ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES 2021**. All bids must be submitted on the bid form provided. Any and all exceptions to the Specifications must be listed on a separate sheet of paper, bearing the designation "**EXCEPTIONS TO THE SPECIFICATIONS**" and be attached to the bid form.

NOTE: Bid responses must be delivered to the Office of the Town Clerk at 200 Howell Avenue, Riverhead, New York, 11901, on or before June 10, 2021 at 11:00 a.m. The Town may decline to accept, deem untimely and/or reject any bid response/proposal that is not delivered to the Office of the Town Clerk.

The Town Board reserves the right and responsibility to reject any or all bids or to waive any formality if it believes such action to be in the best interest of the Town.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF RIVERHEAD**

DIANE M. WILHELM, TOWN CLERK

VENDOR NAME _____



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A. General Description of Services

The Town of Riverhead, through the Recreation Department, is soliciting proposals from food and beverage vendors for the operation of mobile concessions (trucks, carts, trailers) from which to sell food and/or beverages to the public at the locations listed below. The Town seeks to offer a large selection of unique and specialized foods and beverages to those utilizing our parks and beaches, including but not limited to fresh-prepared hot and cold food, soft-serve and pre-packaged ice cream, fresh-scooped ices, beverages, desserts, pre-packaged snack foods, etc., offering a diverse selection of offerings at each location. The Town anticipates selecting more than one vendor for each location. The Town seeks proposals from persons or organizations that are experienced in food vending and possess a valid license to operate a mobile concession/food vending unit.

The Town's intent is to select a vendor(s) for the following locations:

**Group 1: Location operating hours 11am – 6pm; one flat fee \$1000.00 for ALL
LOCATIONS in Group 1.**

All locations require a 2-hour minimum vending on site during the location operating hours set forth above by winning vendor(s):

- East Creek Docking Facility/South Jamesport Beach (Peconic Bay Blvd., Jamesport, NY)
- Iron Pier (Pier Avenue, Jamesport, NY)
- Wading River Beach (Creek Road, Wading River, NY)
- Reeves Beach (Park Road, Riverhead, NY)

2019 Beach Attendance numbers are offered for reference in Exhibit A

**Group 2: Location operating hours 8am – Sunset; one flat fee \$1500.00 for ALL
LOCATIONS in Group 2.**

The following locations require a 2-hour minimum vending on site during the location operating hours set forth above by winning vendor(s):

- Stotzky Park (Skate Park Inclusive) (Columbus Avenue and Pulaski Street, Riverhead, NY)
- EPCAL Ball Fields/Veterans Park (Route 25, Calverton, NY) – anticipated schedule of games/tournaments follows in Exhibit B.

VENDOR NAME _____



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**Group 3: Location operating hours 8am – Sunset; one flat fee of \$500. 00 for ALL
LOCATIONS in Group 3.**

**The following locations require a 1-hour minimum vending on site during the location
operating hours set forth above by winning vendor(s):**

- Police Officer’s Memorial Park (Bayberry) (Bayberry Road, Wading River, NY)
- Horton Avenue (Horton Avenue, Riverhead, NY)
- 2 Bears Park (Old Farm Road, Riverhead, NY)
- Unity Park (Oakland Avenue, Riverhead, NY)
- Millbrook Park (Lewis Avenue, Riverhead, NY)
- Grangebél Park (Peconic Avenue, Riverhead, NY)
- Miamogue Park (South Jamesport Avenue, Jamesport, NY)

**NOTE: There is no limit to the number of groups you may submit a bid to provide vending
services. You may bid on one or more groups, simply circle group(s) above plus complete a
“Vendor Bid Form” for each group- see pages 12-13.**

VENDOR NAME _____



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B. Submission of Proposals

1. All proposals shall be submitted and delivered to Town Clerk of the Town of Riverhead, 200 Howell Avenue, Riverhead, NY 11901
2. All proposals shall be sealed and plainly marked “**ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES 2021**” and shall bear the name and address of the proposer. Bidders are recommended to use the label provided in this bid document.
3. **Deadline for submission shall be 11:00 am on June 10, 2021 at Office of the Town Clerk, 200 Howell Avenue, Riverhead, NY.**
4. All proposals shall be submitted on the forms provided by the Town within this request for proposals. All proposals must be prepared in ink or typewritten and signed by the Proposer.
5. Any proposal may be withdrawn prior to the scheduled time for opening of proposals.
6. Expenses for developing the proposals are entirely the responsibility of the proposer and shall not be chargeable in any manner to the Town.

C. Evaluation & Considerations of Bid Proposals

1. The following statements outline the criteria which will be used in reviewing proposals for the awarding of the concession contract.
 - a. Experience and Resources of Concessionaire and Vendor
Proposals will be evaluated based on an evaluation of the present and past experience in the area of concession operation as proposed, experience with governmental agencies, non-profit agencies, large and small special events, financial position, professionalism, quality and level of service provided and in general, business experience.
 - b. Revenue to the Town
Proposals will be evaluated according to the amount of revenue to be paid to the Town.
 - c. Operational Provisions
Proposals will be evaluated based on operational provisions proposed by the prospective concessionaire or vendor in the areas of items, pricing and quality of services.
 - d. Past and Present Compliance with State, County and Local Laws
Proposals will be evaluated based upon history of compliance with state, county and local laws and/or violations related to but not limited to establishment and operation of food services, concession and mobile vending.

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2. The Town shall have the right to award the bid to the most qualified proposer based upon the evaluation criteria as established.
3. This is a non-exclusive agreement. The Town reserves the right to select an appropriate number of vendors per location with the intention to avoid cross-over of product(s) vended, but no guarantee of such.
4. The Town reserves the right to reject any and all proposals received as a result of this request, to waive formalities or informalities, technical defect or clerical error in any proposal, as the interest of the Town may require.

D. Contract and Term of Contract

1. The proposal submitted shall substantially constitute the contract between the Town and the concessionaire. Any contract provisions that have not been stated herein will be drafted and included as necessary.
2. The contract term shall be as follows:
 - Group 1: May 28, 2021 – September 6, 2021
 - Group 2: May 28, 2021 – November 1, 2021
 - Group 3: May 28, 2021 – November 1, 2021
 - However, the Town may consider extending the contract term under the same terms and conditions as set forth in the bid specifications.

E. Award of Contract

The contract shall be awarded by the Town to the responsible bidder best able to provide the required services. The Town reserves the right to reject any and all bids.

F. Terms and Conditions

1. The Vendor shall provide at his/her own expense comprehensive general liability insurance in the amount not less than \$1,000,000.00 naming the Town of Riverhead as the insured or additional insured. Also required, where applicable, proof of Workers' Compensation and disability insurance for employees under the direct control of the vendor. The certificate(s) of insurance must be filed in the Office of the Town Clerk within 10 days of notification of bid award.
2. The Vendor shall save the Town harmless from or on account of any loss, cost, and liability for injury to person, or damage to property, arising out of his/her operation of the concession or mobile vending unit. Upon notification of award, Certificates of Insurance acceptable to the Town

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shall be delivered to the Office of the Town Clerk prior to commencement of this Contract. In the event the vendor fails to submit the required certificates of insurance within 15 days after the bid award, the Town may terminate the award and award to the next responsible bidder. Note, all certificates shall contain a provision that coverage afforded under the policies will not be canceled until at least thirty (30) days prior written notice has been given to the Town.

3. The Vendor agrees to indemnify and hold harmless the Town from and against any and all liability in any way arising out of or related to vendor's performance of its obligations hereunder. The indemnity shall be the broadest form available and shall include indemnity against any liability arising out of or caused by the negligence of vendor, its agents, subcontractors, and employees.

4. The Vendor shall be responsible for obtaining all food service licenses required by state and local law. The vendor must comply with all Health Department (Local, State and Federal) regulations governing the handling and dispensing of foods and other applicable concession products. In addition, the vendor must comply with all tax and other pertinent regulations as imposed by Local, State and Federal agencies. All appropriate up-to-date certificates of compliance shall be conspicuously displayed at each concession/vending location.

5. The Vendor cannot sublet or assign this contract without the prior written approval of the Superintendent of Recreation.

6. The Vendor shall obtain a map(s) from the Recreation Department depicting the location for each mobile vending unit. The intent of having specifically identified layouts is to avoid traffic hazards. The vendor must restrict their mobile units to these designated areas unless an exception is made in writing by the Recreation Department.

7. The Vendor must adhere to park hours and operate only during the hours of the beach or park operation and additional hours as approved by the Superintendent of Recreation or his designee. The concession or vending area must be vacated at all other times.

8. The Vendor is required to maintain the concession or vending area and the immediate vicinity of said area clean by removing all litter and debris and keeping the area free of garbage and waste throughout the hours of operation. The vendor shall not allow any solid waste to blow about or accumulate on the Town of Riverhead's property. **Rubbish removal shall be at the sole cost and expense of the Vendor. All vendors must have at least (1) 30 gallon garbage receptacle next to their operation.**

9. The mobile vending unit, i.e. food cart, truck or trailer, must be in good working condition and be aesthetically appealing. Company shall be responsible for maintaining the food cart, truck or trailer's good appearance and for keeping it in good working order.

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10. The Vendor is responsible for all utilities including electricity and water; the concession rights do not include any utilities.

11. The vendor shall not use any amplification nor verbally seek to attract customers. All noise making devices such as bells, whistles, chimes and/or any other device used to gain the public's attention to vending activity is strictly prohibited.

12. The vendor acknowledges that the novel coronavirus, Covid-19, has been declared a worldwide pandemic by the world health organization. Covid-19 is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal, state, and local health agencies recommend social distancing, wearing personal protective equipment, and have limited the size of gatherings at public parks and recreational faculties. The vendor shall be required to comply with applicable local, state, or federal orders or regulations, including requirements that may require vendors and his/her employees to wear certain personal protective equipment and/or make such necessary arrangements to provide for social distancing for customers and participation in the event. The vendor acknowledges that the Town reserves the right to terminate this licensee agreement for failure to comply with this provision.

13. The intent of this Agreement is to provide food service to the patrons of the beach or park facility. Therefore, the successful bidder(s) shall provide items normally associated with lunch or breakfast in addition to the traditional ice-cream and beverage items. Glass containers are prohibited. The vendor must sell only merchandise of recognized quality, of a known brand, and manufactured by a company of best repute. All food products dispensed shall be approved by the Department of Health.

14. The vendor shall be prohibited for sale of alcoholic beverage unless a written exception is made by the Riverhead Town Board and all other required permits are obtained as required by state and local law.

15. The Department of Recreation reserves the right to make any other regulations pertaining to the concession or vending operation which are deemed to be in the best interest of the Town and the general public. The concessionaire/vendor agrees that the character of service shall be the best obtainable, and shall at all times be sufficient to meet the reasonable demands of the public; and that the Superintendent of Recreation or his designee shall have the right to object to the character of the service and to order the objectionable service or conditions discontinued or remedied. The concessionaire will be given a reasonable time period to remedy or discontinue the service in question. If the written order is not adhered to within a specified time period and of no fault of the concessionaire, the result will be revocation of the concession rights and the termination of this agreement.

16. The same courtesy shall be extended to the visitors of the Town Park or Beach as to the patrons of the concession. All visitors shall be permitted to avail themselves of the privileges

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offered and in no way shall the concessionaire or his/her employees discriminate against any individual, in any manner.

17. The Vendor acknowledges and accepts that the bid and award of bid are subordinate to the Town's reservation of rights to select and locate additional vendors at all Town Park and Recreational facilities for Town sponsored, co-sponsored or affiliated events and those special events approved by Resolution of the Town Board (Chapter 255) that authorize the holder of the Chapter 255 permit to include concessionaires or vendors as part of the Chapter 255 event. Note, these instances shall be limited and short term events. As for Town events, the Town shall make every effort to restrict the concession or vending under the limited short term contract to those items not offered for sale by the vendor awarded the concession pursuant to the terms of this bid, but in no way is the Town required to do so nor shall the Town be responsible for any lost profits. In addition, the Town of Riverhead, upon recommendation of the Recreation Department, reserves the right to contract with other snack vendors for the limited purposes of granting short term concessions to cover any and/all dates when the services of the awarded snack vendor will not be available.

18. In the event this snack concession be cancelled by the vendor within the first sixty (60) days after notification of award, a fifty percent (50%) refund will be made of the amount of fees paid to the Town as proffered in item #3 on page 12 of this document. On the sixty-first (61st) day and thereafter, no refund whatsoever is due.

19. The Town of Riverhead reserves the right to rescind the resolution authorizing this food and beverage concession at any time, and at its sole discretion, upon ten (10) days written notice to the vendor. In the unlikely event the Town rescinds that resolution due to no fault of the vendor, then the vendor shall be entitled to a refund of a portion of the amount of fees paid to the Town as proffered in item #3 on page 10 of this document. This refund portion will be calculated by using a fraction, the numerator of which is the number of months remaining on the award and the denominator is to be twelve (12).

20. All questions regarding this bid specification should be directed in writing to the Teresa Baldinucci, Purchasing Agent, at baldinucci@townofriverheadny.gov at least 5 days before the bid opening date.

VENDOR NAME _____



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**FOOD/BEVERAGE VENDOR
I. BID PROPOSAL**

A. GENERAL INFORMATION

The Proposer hereby certifies that all statements and all answers to questions herein are true and correct. Statements must be complete, accurate, and in the form requested.

1. Name, address, and telephone number of Proposer exactly as it should appear on the Concessions Agreement.

NAME: _____
 ADDRESS: _____
 CITY: _____ STATE: _____ ZIP: _____
 TELEPHONE NUMBER: _____ EMAIL: _____

2. Address of Proposer, if different from above, for purposes of notice or other communication relating to the Proposal and Concession Agreement. (If proposal is other than an individual, provide the name of an individual who can answer the Proposal).

NAME: _____
 ADDRESS: _____
 CITY: _____ STATE: _____ ZIP: _____
 TELEPHONE NUMBER: _____ EMAIL: _____

3. Proposer intends to operate the concession as a:
 Corporation () ; Partnership () ; Joint Venture () ; Sole Proprietorship () ; Other (explain)

4. If a corporation or partnership, list the names and addresses of your principal officers or general partners:

NAME/TITLE/ADDRESS

Date of Incorporation or Organization: _____

VENDOR NAME _____



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Page 2, Proposal

B. QUALIFICATIONS AND EXPERIENCE:

1. Number of years proposer has performed food and/or beverage services: _____

2. Describe the nature of your experience in the operation of food and/or beverage facilities and state the number of persons you currently employ in such operations: _____

3. List locations where you have operated food and/or beverage facilities within the last five years, giving the dates of operation for each location.

4. List assigned number shown on all appropriate licenses, registrations and permits, if acquired. A copy of each permit and license must also be attached or provided to the Town with the bid proposal.

Town of Riverhead Peddler Permit #: _____

Suffolk County Department of Health Services Temporary Vendor/Vendor Permit #: _____

5. List and Identify each vehicle used to provide the services identified in the bid specifications, including vehicle Identification # and New York State License Plate #

a. Description of vehicle: _____ VIN# _____

License Plate #: _____ ;

b. Description of vehicle: _____ VIN# _____

License Plate #: _____.

C. REFERENCES:

Give names, addresses, and telephone numbers of at least three (3) references – one (1) as to your financial ability and two (2) as to your business capability to successfully operate the business. In addition, letters documenting proposer’s business experience from customers, creditors, suppliers, or business contacts may be included.

NAME/ADDRESS/TELEPHONE

VENDOR NAME _____



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**FOOD/BEVERAGE VENDOR
II. BID FORM**

1. IDENTIFY GROUP – circle the name below, one group per bid form. Bidders must submit a separate Bid Form (pages 12-13) for each group on which they are bidding.

Group 1: Location operating hours 11am – 6pm; one flat fee \$1000.00 for ALL LOCATIONS in Group 1.

All locations require a 2-hour minimum vending on site during the location operating hours set forth above by winning vendor(s):

- East Creek Docking Facility/South Jamesport Beach (Peconic Bay Blvd., Jamesport, NY)
- Iron Pier (Pier Avenue, Jamesport, NY)
- Wading River Beach (Creek Road, Wading River, NY)
- Reeves Beach (Park Road, Riverhead, NY)

2019 Beach Attendance numbers are offered for reference in Exhibit A

Group 2: Location operating hours 8am – Sunset; one flat fee \$1500.00 for ALL LOCATIONS in Group 2.

The following locations require a 2-hour minimum vending on site during the location operating hours set forth above by winning vendor(s):

- Stotzky Park (Skate Park Inclusive) (Columbus Avenue and Pulaski Street, Riverhead, NY)
- EPCAL Ball Fields/Veterans Park (Route 25, Calverton, NY) – anticipated schedule of games/tournaments follows in Exhibit B.

Group 3: Location operating hours 8am – Sunset; one flat fee of \$500. 00 for ALL LOCATIONS in Group 3.

The following locations require a 1-hour minimum vending on site during the location operating hours set forth above by winning vendor(s):

- Police Officer’s Memorial Park (Bayberry) (Bayberry Road, Wading River, NY)
- Horton Avenue (Horton Avenue, Riverhead, NY)
- 2 Bears Park (Old Farm Road, Riverhead, NY)
- Unity Park (Oakland Avenue, Riverhead, NY)
- Millbrook Park (Lewis Avenue, Riverhead, NY)
- Grangel Park (Peconic Avenue, Riverhead, NY)
- Miamogue Park (South Jamesport Avenue, Jamesport, NY)

NOTE: There is no limit to the number of groups you may submit a bid to provide vending services. You may bid on one or more groups, simply circle group(s) above plus complete a “Vendor Bid Form” for each group- see pages 12-13.

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2. IDENTIFY/DESCRIBE FOOD AND DRINK ITEMS TO BE OFFERED INCLUDING PRICE RANGES FOR VARIOUS SIZED PORTIONS. (ATTACH ADDITIONAL SHEETS IF NECESSARY.)

ITEM	DESCRIPTION	PRICE RANGE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. FEE TO TOWN--Show total amount of fees you will tender to the Town of Riverhead in return for this nontransferable concession. Note, the vendor shall remit a check payable to the Town of Riverhead within 10 days after award of bid for the full amount of the payment listed above.

\$_____.00 Amount written in words: _____ dollars

Signature of Vendor/Owner: _____ Date: _____

Printed Name: _____

As stated above, you may bid on one or more locations.

**Bidders must submit a separate Bid Form (pages 11-12)
 for each group on which they are bidding.**

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**FOOD/BEVERAGE VENDOR
III. ACKNOWLEDGEMENT OF PROPOSAL**

I/We fully understand that the acceptance of this bid(s) is subject to the provisions of General Municipal Law §103A and 103B.

Signature: _____

Print Name: _____ Title: _____ Date: _____

**Please make certain that you complete all information requested in the Bid Proposal, Bid Form and Acknowledgement of Bid, including, name & contact information, identify location or locations (simply complete additional Bid Forms), list food, beverages, price for each location, fee, and affix copies of licenses or permits, if previously acquired. In addition to the above, please make certain that you complete all information requested on the following certification pages.*

VENDOR NAME _____



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**Town of Riverhead Parks and Recreation Department
Assumption of Risk and Waiver of Liability Relating to Coronavirus/COVID-19**

The Novel Coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, Federal, State, and Local Governments and Federal, State, and Local Health Agencies recommend staying at home, social distancing, encourage wearing personal protective equipment, and have limited the size of gatherings at public parks and recreational facilities.

BY SIGNING THIS ACKNOWLEDGEMENT OF RISK, I ACKNOWLEDGE THE CONTAGIOUS NATURE OF COVID-19 AND THAT MY USE AND/OR PARTICIPATION IN RECREATIONAL ACTIVITIES AT TOWN OF RIVERHEAD PARK AND RECREATION FACILITIES, INCLUDING MY MERE PRESENCE, MAY RESULT IN MY PERSONAL INJURY, ILLNESS, PERMANENT DISABILITY, AND DEATH.

With full knowledge and understanding I am voluntarily seeking to permission to rent/use and/or visiting Town of Riverhead Park and Recreational Facilities (TOR P&R Facilities), and acknowledge that due to my mere presence at the TOR P&R Facilities, I may be exposed to or infected by COVID-19 and that such exposure or infection may result in personal injury, illness, permanent disability, and death.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my minor children or myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I or my minor children may experience or incur in connection with my presence at the TOR P&R Facilities (“Claims”).

On my behalf, and on behalf of my minor children, I hereby release, covenant not to sue, discharge and hold harmless the Town or Riverhead, its officers, employees, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of the Town of Riverhead, its officers, employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after being present at or on any and all TOR P&R Facilities.

I AGREE TO ABIDE BY APPLICABLE LOCAL, STATE, OR FEDERAL ORDERS OR REGULATIONS, INCLUDING REQUIREMENT THAT I, TOGETHER WITH ALL MY INVITED GUESTS/ATTENDEES, SOCIAL DISTANCE AND/OR WEAR CERTAIN PERSONAL PROTECTIVE EQUIPMENT AS A CONDITION OF USE/ATTENDANCE/PARTICIPATION. I FURTHER AGREE TO ABIDE BY THE CENTER FOR DISEASE CONTROL (CDC)'S RECOMMENDATIONS FOR THE PREVENTION OF THE SPREAD OF COVID-19 AND ATTEST TO HAVING READ THE CDC'S GUIDANCE AT:

[HTTPS://WWW.CDC.GOV/CORONAVIRUS/2019-NCOV/PREPARE/PREVENTION.HTML](https://www.cdc.gov/coronavirus/2019-ncov/prepare/prevention.html)

THE TOWN RESERVES THE RIGHT TO TERMINATE RENTAL/USE AND REMOVE PARTICIPANT AND ALL ATTENDEES/GUESTS/INVITEES FROM USING, ATTENDING, OR PARTICIPATING IN USE OF TOWN PARK AND RECREATION FACILITIES AND TOWN SPONSORED ACTIVITIES IF RENTAL/USER OR PARTICIPANT/GUESTS/INVITEES SHOWS ANY SIGNS OF COVID-19.

Signature of Bidder: _____ Printed Name/Date: _____

VENDOR NAME _____



TOWN OF RIVERHEAD
YVETTE AGUIAR, SUPERVISOR
200 HOWELL AVENUE RIVERHEAD, NY 11901
PHONE: 631-727-3200
TERESA BALDINUCCI, PURCHASING AGENT

BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES 2021

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NON-COLLUSIVE CERTIFICATE

(MUST BE COMPLETED, SIGNED, NOTARIZED AND RETURNED WITH BID)

UNDER PENALTIES OF PERJURY: _____ (BIDDER),
 BEING DULY SWORN, DEPOSES AND SAYS:

- A) This bid or proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor;
- B) This bid or proposal has not knowingly been disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor, or potential competitor;
- C) No attempt has been made or will be made to induce any other person, partnership, or corporation to submit or not to submit a bid or proposal;
- D) The person signing this bid or proposal certifies that he has been fully informed regarding the accuracy of the statements contained in this certification, and under penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as the person signing on its behalf; and
- E) That the attached hereto (if a corporate bidder) is a certified copy of a resolution authorizing the execution of this certificate by the signatory of this bid or proposal on behalf of the corporate bidder.

Corporation: _____
 (PRINT CORPORATION NAME)

By: _____
 (SIGNATURE)

 (TITLE)

Address: _____

Sworn to before me this
 _____ day of _____, 20____

 NOTARY PUBLIC

VENDOR NAME _____



TOWN OF RIVERHEAD
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**BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES
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IRAN DIVESTMENT ACT CERTIFICATION

As a result of the Iran Divestment Act of 2012 (Act), Chapter 1 of the 2012 Laws of New York, a new provision has been added to the State Finance Law (SFL), § 165-a, effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list (prohibited entities list) of “persons” who are engaged in “investment activities in Iran” (both are defined terms in the law). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act’s effective date, at which time it will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that once the prohibited entities list is posted on the OGS website, it will not utilize on such Contract any subcontractor that is identified on the prohibited entities list.

Additionally, Bidder/Contractor is advised that once the list is posted on the OGS website, any Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to the solicitation, must certify at the time the Contract is renewed, extended or assigned that it is not included on the prohibited entities list.

During the term of the Contract, should the TOWN OF RIVERHEAD receive information that a person is in violation of the above-referenced certification, the TOWN OF RIVERHEAD will offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the TOWN OF RIVERHEAD shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

The TOWN OF RIVERHEAD reserves the right to reject any bid or request for assignment for an entity that appears on the prohibited entities list prior to the award of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the prohibited entities list after contract award.

Signature: _____

Print Name: _____

Title: _____

Company Name: _____

Date: _____

VENDOR NAME _____



TOWN OF RIVERHEAD
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**BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES
2021**

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SEXUAL HARASSMENT STATEMENT

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of §201-G of the Labor Law.

Signature: _____

Print Name: _____

Title: _____

Company Name: _____

Date: _____

VENDOR NAME _____



**TOWN OF RIVERHEAD
YVETTE AGUIAR, SUPERVISOR
200 HOWELL AVENUE RIVERHEAD, NY 11901
PHONE: 631-727-3200
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**BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES
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**TOWN OF RIVERHEAD
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**BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES
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EXHIBIT A

VENDOR NAME _____



TOWN OF RIVERHEAD
YVETTE AGUIAR, SUPERVISOR
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BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES 2021

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2019 Beach Attendance

Please note: while these lists account for the majority of the days open in the 2019 season, not all open dates are recorded here due to missing data.

SOUTH JAMESPORT	10:00am	11:30am	1:30pm	3:30pm	5:30pm
Saturday, May 25, 2019		16	20	35	15
Sunday, May 26, 2019		30	60	70	55
Monday, May 27, 2019		25	55	65	50
Saturday, June 01, 2019		7	11	11	3
Sunday, June 02, 2019		15	25	31	12
Saturday, June 08, 2019		27	60	67	25
Sunday, June 09, 2019		22	53	45	5
Saturday, June 15, 2019		14	24	19	5
Sunday, June 16, 2019		3	6	8	5
Saturday, June 22, 2019		20	50	30	20
Sunday, June 23, 2019		40	100	90	30
Monday, June 24, 2019		15	17	23	10
Tuesday, June 25, 2019					
Wednesday, June 26, 2019	4	20	60	50	45
Thursday, June 27, 2019	20	35	45	40	30
Friday, June 28, 2019	10	30	42	50	36
Saturday, June 29, 2019	9	21	16	13	12
Sunday, June 30, 2019	13	21	0	11	15
Monday, July 01, 2019	15	26	38	29	13
Tuesday, July 02, 2019	6	20	45	38	5
Wednesday, July 03, 2019	13	30	60	50	25
Thursday, July 04, 2019	25	60	150	125	60
Friday, July 05, 2019	30	42	67	72	50
Saturday, July 06, 2019	6	14	44	28	18
Sunday, July 07, 2019	6	25	60	50	30
Monday, July 08, 2019	16	31	16	6	8
Tuesday, July 09, 2019	6	18	25	25	22
Wednesday, July 10, 2019	15	50	60	45	30
Thursday, July 11, 2019	15	42	46	23	10
Friday, July 12, 2019	20	38	58	52	20
Saturday, July 13, 2019	15	25	25	40	20
Sunday, July 14, 2019	20	15	65	40	23
Monday, July 15, 2019	11	28	26	20	15
Tuesday, July 16, 2019	30	75	62	32	27
Wednesday, July 17, 2019	28	55	20	18	12
Continued next page					

VENDOR NAME _____



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SOUTH JAMESPORT	10:00am	11:30am	1:30pm	3:30pm	5:30pm
Thursday, July 18, 2019	0	12	0	0	0
Friday, July 19, 2019	4	44	56	48	30
Saturday, July 20, 2019	20	35	65	50	30
Sunday, July 21, 2019	10	20	30	50	30
Wednesday, July 24, 2019	8	20	45	35	32
Thursday, July 25, 2019	10	34	52	49	37
Saturday, July 27, 2019	15	42	56	41	20
Saturday, August 03, 2019	39	15	45	59	75
Monday, August 05, 2019	15	7	15	28	20
Tuesday, August 06, 2019	4	2	0	0	0
Wednesday, August 07, 2019	8	0	8	15	10
Thursday, August 08, 2019	29	8	32	64	28
Friday, August 09, 2019	13	6	18	30	41
Sunday, August 11, 2019	62	22	50	68	88
Monday, August 12, 2019	32	18	34	45	68
Wednesday, August 14, 2019		5	45	40	
Thursday, August 15, 2019	22	0	20	42	56
Friday, August 16, 2019	11	13	13	18	20
Saturday, August 17, 2019	8	1	4	8	12
Sunday, August 18, 2019	40	12	42	84	58
Thursday, August 22, 2019	31	4	8	17	26
Saturday, August 24, 2019	23	14	40	78	52
Sunday, August 25, 2019	10	30	16	26	30
Tuesday, August 27, 2019	6	10	10	4	8
Sunday, September 01, 2019	25	10	22	35	40

Reeves	10:00am	11:30am	1:30pm	3:30pm	5:30pm
Saturday, May 25, 2019		25	45	30	20
Sunday, May 26, 2019		45	125	125	125
Monday, May 27, 2019		8	22	37	10
Saturday, June 01, 2019		15	22	25	20
Sunday, June 02, 2019		12	22	32	18
Saturday, June 08, 2019		13	37	49	28
Sunday, June 09, 2019		18	22	26	20
Saturday, June 15, 2019		36	46	52	40
Sunday, June 16, 2019		14	24	16	22
Saturday, June 22, 2019		36	125	52	40
Sunday, June 23, 2019		36	125	125	65
Continued next page					

VENDOR NAME _____



TOWN OF RIVERHEAD
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BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES 2021

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Reeves	10:00am	11:30am	1:30pm	3:30pm	5:30pm
Monday, June 24, 2019	0	10	14	30	8
Wednesday, June 26, 2019	1	4	16	12	9
Thursday, June 27, 2019	8	25	40	30	25
Friday, June 28, 2019	6	15	20	34	27
Saturday, June 29, 2019	1	5	5	6	10
Sunday, June 30, 2019	5	20	33	43	49
Monday, July 01, 2019	4	12	18	23	19
Tuesday, July 02, 2019	0	16	14	21	9
Wednesday, July 03, 2019	0	12	18	26	20
Thursday, July 04, 2019	0	18	27	63	134
Friday, July 05, 2019	20	35	56	60	54
Saturday, July 06, 2019	2	8	25	5	3
Sunday, July 07, 2019	8	15	28	30	10
Monday, July 08, 2019	7	2	0	21	9
Tuesday, July 09, 2019	0	3	6	37	25
Wednesday, July 10, 2019	1	2	7	33	22
Thursday, July 11, 2019	1	6	7	22	3
Friday, July 12, 2019	6	9	12	20	31
Saturday, July 13, 2019	23	8	67	60	58
Sunday, July 14, 2019	12	26	35	55	64
Monday, July 15, 2019	2	5	20	19	20
Tuesday, July 16, 2019	12	16	25	28	18
Wednesday, July 17, 2019	0	15	0	0	0
Friday, July 19, 2019	2	8	14	33	41
Saturday, July 20, 2019	8	19	26	44	32
Sunday, July 21, 2019	2	5	0	0	0
Friday, July 26, 2019	5	20	30	35	32
Saturday, July 27, 2019	2	12	18	46	37
Sunday, July 28, 2019	2	5	5	5	5
Monday, July 29, 2019	5	10	10	11	16
Tuesday, July 30, 2019	4	1	0	6	3
Wednesday, July 31, 2019	0	4	8	7	0
Thursday, August 1, 2019	6	10	18	35	39
Friday, August 02, 2019	10	12	12	16	40
Saturday, August 03, 2019	6	18	30	42	77
Sunday, August 04, 2019	65	95	110	110	110
Monday, August 05, 2019		5	13	17	9
Tuesday, August 06, 2019	0	0	0	0	6
Continued next page					

VENDOR NAME _____



TOWN OF RIVERHEAD
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BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES 2021

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Reeves	10:00am	11:30am	1:30pm	3:30pm	5:30pm
Wednesday, August 07, 2019	2	6	9	22	14
Thursday, August 08, 2019	2	6	14	21	18
Friday, August 09, 2019	10	28	32	51	48
Saturday, August 10, 2019	10	5	5	5	
Sunday, August 11, 2019	24	68	95	110	110
Monday, August 12, 2019		6	14	20	24
Wednesday, August 14, 2019	2	8	8	12	8
Thursday, August 15, 2019	2	14	25	8	19
Friday, August 16, 2019	3	12	12	12	17
Saturday, August 17, 2019	4	5	5	10	10
Sunday, August 18, 2019	4	6	15	23	12
Monday, August 19, 2019	3	0	9	18	21
Wednesday, August 21, 2019	3	3	5	10	9
Thursday, August 22, 2019	4	6	4	8	
Friday, August 23, 2019	0	2	3	4	3
Saturday, August 24, 2019	12	28	84	90	86

Wading River	10:00am	11:30am	1:30pm	3:30pm	5:30pm
Saturday, May 25, 2019		20	35	35	15
Sunday, May 26, 2019		15	26	60	20
Monday, May 27, 2019		15	31	39	25
Saturday, June 01, 2019		16	25	32	35
Sunday, June 02, 2019		8	23	28	25
Saturday, June 08, 2019		5	28	39	36
Sunday, June 09, 2019		20	30	40	35
Saturday, June 15, 2019		12	26	32	21
Sunday, June 16, 2019		8	10	6	4
Saturday, June 22, 2019		20	17	15	11
Sunday, June 23, 2019		20	46	29	30
Monday, June 24, 2019	6	16	22	38	12
Wednesday, June 26, 2019	15	27	31	25	16
Thursday, June 27, 2019	12	29	41	38	26
Friday, June 28, 2019	11	27	30	38	29
Saturday, June 29, 2019	5	15	12	12	8
Sunday, June 30, 2019	8	20	2	8	10
Monday, July 01, 2019	8	24	35	38	19
Tuesday, July 02, 2019	8	23	28	31	18
Wednesday, July 03, 2019	18	26	37	35	22
Continued next page					

VENDOR NAME _____



TOWN OF RIVERHEAD
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**BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES
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Wading River	10:00am	11:30am	1:30pm	3:30pm	5:30pm
Thursday, July 04, 2019	30	55	120	130	85
Friday, July 05, 2019	5	16	55	62	56
Saturday, July 06, 2019	5	15	31	2	6
Sunday, July 07, 2019	12	25	35	30	15
Monday, July 08, 2019	5	2	2	7	5
Tuesday, July 09, 2019	8	15	22	20	18
Wednesday, July 10, 2019	4	9	17	26	15
Thursday, July 11, 2019	7	18	25	22	12
Friday, July 12, 2019	0	3	7	15	13
Saturday, July 13, 2019	5	18	20	36	14
Sunday, July 14, 2019	2	24	22	29	15
Monday, July 15, 2019	4	15	22	18	14
Tuesday, July 16, 2019	13	25	30	22	15
Wednesday, July 17, 2019	9	5	2	10	8
Thursday, July 18, 2019	0	3	0	0	0
Friday, July 19, 2019	0	15	28	22	18
Saturday, July 20, 2019	7	30	40	45	30
Sunday, July 21, 2019	15	29	35	30	30
Wednesday, July 24, 2019	5	20	35	30	42
Thursday, July 25, 2019	9	19	31	24	19
Friday, July 26, 2019	4	9	20	18	8
Saturday, July 27, 2019	7	21	30	35	17
Sunday, July 28, 2019	15	42	55	37	25
Monday, July 29, 2019	5	23	29	15	12
Wednesday, July 31, 2019	10	25	20	5	4
Thursday, August 01, 2019	6	9	13	21	13
Friday, August 02, 2019	8	21	28	15	10
Saturday, August 03, 2019	5	15	38	45	23
Sunday, August 04, 2019	14	24	125	49	65
Monday, August 05, 2019	8	16	15	31	18
Tuesday, August 06, 2019	5	12	0	15	15
Wednesday, August 07, 2019	0	7	30	39	15
Thursday, August 08, 2019	10	25	50	40	30
Friday, August 09, 2019	8	22	35	28	18
Saturday, August 10, 2019	9	11	31	21	11
Sunday, August 11, 2019	12	21	22	31	21
Monday, August 12, 2019	18	38	43	20	
Wednesday, August 14, 2019	2	12	28	30	15
Continued next page					

VENDOR NAME _____



**TOWN OF RIVERHEAD
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Wading River	10:00am	11:30am	1:30pm	3:30pm	5:30pm
Thursday, August 15, 2019	6	52	87	42	28
Friday, August 16, 2019	4	18	32	28	25
Monday, August 19, 2019	4	6	16	21	0
Tuesday, August 20, 2019	4	18	34	28	20
Wednesday, August 21, 2019	0	0	4	15	7
Thursday, August 22, 2019	4	12	26	18	11
Friday, August 23, 2019	3	2	2	4	
Saturday, August 24, 2019	7	18	30	25	22
Sunday, August 25, 2019	2	5	0	8	4
Monday, August 26, 2019	5	7	11	21	4
Tuesday, August 27, 2019	0	3	7	4	0
Thursday, August 29, 2019	4	14	20	16	10
Friday, August 30, 2019	3	18	29	32	22
Saturday, August 31, 2019	8	15	35	38	28
Sunday, September 01, 2019	7	14	33	35	18

Iron Pier	10:00am	11:30am	1:30pm	3:30pm	5:30pm
Saturday, May 25, 2019		17	29	30	20
Sunday, May 26, 2019		22	37	25	16
Monday, May 27, 2019		15	25	40	15
Saturday, June 01, 2019		5	10	15	10
Sunday, June 02, 2019		8	8	20	28
Saturday, June 08, 2019		3	6	12	7
Sunday, June 09, 2019		8	16	46	7
Saturday, June 15, 2019		9	17	32	26
Sunday, June 16, 2019		0	3	3	6
Saturday, June 22, 2019		5	27	36	25
Sunday, June 23, 2019		4	15	22	31
Monday, June 24, 2019	8	14	25	40	19
Wednesday, June 26, 2019	15	20	50	62	43
Thursday, June 27, 2019	8	30	38	41	25
Friday, June 28, 2019	15	20	35	42	31
Saturday, June 29, 2019	3	12	12	15	9
Sunday, June 30, 2019	7	24	5	10	10
Monday, July 01, 2019	1	13	22	19	11
Tuesday, July 02, 2019	5	20	25	28	16
Wednesday, July 03, 2019	11	24	30	32	18
Thursday, July 04, 2019	8	12	26	40	19
Continued next page					

VENDOR NAME _____



TOWN OF RIVERHEAD
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BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES 2021

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Iron Pier	10:00am	11:30am	1:30pm	3:30pm	5:30pm
Friday, July 05, 2019	3	15	45	58	55
Saturday, July 06, 2019	12	22	53	45	28
Sunday, July 07, 2019	13	28	39	26	18
Monday, July 08, 2019	0	0	6	13	0
Tuesday, July 09, 2019	20	60	80	90	45
Wednesday, July 10, 2019	6	7	15	29	18
Thursday, July 11, 2019	10	20	35	25	20
Friday, July 12, 2019	6	2	8	18	16
Saturday, July 13, 2019	6	14	22	41	54
Sunday, July 14, 2019	25	45	110	120	85
Monday, July 15, 2019	1	2	8	21	30
Tuesday, July 16, 2019	15	25	30	25	12
Wednesday, July 17, 2019	10	6	3	18	15
Thursday, July 18, 2019	0	5	2	0	0
Friday, July 19, 2019	2	9	16	18	18
Saturday, July 20, 2019	3	5	5	5	10
Sunday, July 21, 2019	15	24	42	60	50
Monday, July 22, 2019	6	12	18	20	13
Tuesday, July 23, 2019	0	1	0	0	0
Wednesday, July 24, 2019	10	25	45	54	40
Thursday, July 25, 2019	12	34	48	44	28
Friday, July 26, 2019		20	27	27	30
Wednesday, July 31, 2019	5	19	23	33	2
Friday, August 02, 2019	15	27	24	24	14
Saturday, August 03, 2019		15	27	24	24
Monday, August 05, 2019	6	15	16	17	20
Tuesday, August 06, 2019	0	5	1	0	2
Wednesday, August 07, 2019	4	18	22	12	8
Thursday, August 08, 2019	0	3	14	27	40
Friday, August 09, 2019	5	11	19	20	17
Saturday, August 10, 2019				42	34
Monday, August 12, 2019	10	16	15	23	15
Wednesday, August 14, 2019	4	10	4	6	8
Saturday, August 31, 2019	16	16	50	72	30
Monday, September 02, 2019	6	10	26	20	10

VENDOR NAME _____



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PHONE: 631-727-3200
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**BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES
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EXHIBIT B

VENDOR NAME _____



TOWN OF RIVERHEAD
YVETTE AGUIAR, SUPERVISOR
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**BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES
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Veterans Park 2021 Anticipated Summer Schedule

Schedule is subject to change

June

*Adult Softball Leagues run during the week in the evening

*Youth Baseball/Softball/Lacrosse practices run during the week in the evening.

6/5/21- Softball Tournament

6/6/21- Mens Senior Baseball Game/High School Baseball Game / Softball Leagues

6/12/21- Softball Tournament

6/13/21- High School Baseball Game / Softball Leagues

6/15/21- Riverhead TomCats Game

6/19/21- Softball Tournament

6/20/21- High School Baseball Game / Riverhead TomCats Game / Softball Leagues

6/22/21- Riverhead TomCats Game

6/26/21- Softball Tournament

6/27/21- Mens Senior Baseball Games / High School Baseball Game / Softball Leagues

6/28/21- Riverhead TomCats Game

July

7/1/21- Riverhead TomCats Game

7/3/21- Riverhead TomCats Game / Softball Tournament

7/6/21- Riverhead TomCats Game

7/7/21- Lacrosse Games

7/9/21- Riverhead TomCats Game

7/10/21- Softball Tournament

7/11/21- Mens Senior Baseball Game/Softball Leagues

VENDOR NAME _____



TOWN OF RIVERHEAD
YVETTE AGUIAR, SUPERVISOR
200 HOWELL AVENUE RIVERHEAD, NY 11901
PHONE: 631-727-3200
TERESA BALDINUCCI, PURCHASING AGENT

**BID NAME: ADDITIONAL CONCESSIONS VENDORS AT TOWN PARKS AND BEACHES
2021**

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Veterans Park 2021 Anticipated Summer Schedule - continued

7/14/21- Riverhead Tomcats Game
7/17/21- Softball Tournament
7/18/21- Mens Senior Baseball Game/Softball Leagues
7/20/21- Riverhead TomCats Game

7/24/21- Softball Tournament
7/25/21- High School Baseball Game / Softball Leagues

7/31/21- Softball Tournament

August

8/1/21- Softball Leagues

8/7/21- Softball Tournament
8/8/21- High School Baseball Game / Softball Leagues

8/14/21- Softball Tournament
8/15/21- Softball Leagues

8/21/21- Softball Tournament
8/22/21- Softball Leagues

8/28/21- Softball Tournament
8/29/21- Softball Leagues



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2021

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Please complete and affix to your sealed bid envelope.



BIDS MUST BE DELIVERED TO THE TOWN CLERK

BIDDER: _____

ADDRESS: _____

**BID NAME: ADDITIONAL CONCESSIONS
VENDORS AT TOWN PARKS AND BEACHES 2021**

**BID OPENING DATE: June 10, 2021
TIME: 11:00AM**

BIDS MUST BE DELIVERED TO:

**TOWN OF RIVERHEAD
TOWN CLERKS OFFICE
200 HOWELL AVENUE
RIVERHEAD, NY 11901**

PRIOR TO 11AM ON JUNE 10, 2021

LATE BIDS WILL NOT BE ACCEPTED FOR ANY REASON

VENDOR NAME _____