



### **Addendum A to RFP for Frisco Bay Marina Food Truck Vendors**

All questions concerning the RFP must be submitted by 4pm on Wednesday, April 28, 2025. Responses to questions and answers will be distributed by 4pm on Friday, May 2, 2025.

Questions Received from Interested Parties (black) / Answers from TOF (blue)

1. Is there a specific proposal format you are looking for?  
No. Word or PDF are the most common software platforms used.
2. Are you looking for rotating vendors and what hours/dates etc. for the season?  
Ideally, we would like to have two vendors at the Marina on a more permanent or consistent basis. (We understand that you may have to occasionally move to attend other events off property). At a minimum the vendor should be able to commit to Fridays through Sundays for the busiest part of the summer. (Mid-June to Labor Day). Operating hours would be similar to Marina operating hours below.
  - May 19 – June 27 – 9am to 5pm 7-days a week.
  - June 28 – August 10<sup>th</sup> – 8am to 7pm 7-days a week.
  - August 11<sup>th</sup> through the remainder of the season 9am to 5pm 7-days a week.
3. Are there fees involved?  
Yes, there is a flat fee of \$750.00 to operate on Marina property for the duration of the operating season.
4. Do you have any potential revenue expectations new vendors should have?  
No. We do ask that vendors share their year-end gross revenue report detailing sales figures.
5. What availability are you looking for?  
Ideally, Fridays through Sundays for the busiest part of the summer. (Mid-June to Labor Day). Operating hours would be similar to Marina operating hours as listed in question #2.
6. Do you want someone every day?  
No, but as mentioned in question #5 the vendor should be able to commit to weekends during peak season.
7. Do you want a different vendor each day?  
No.
8. What would the hours be?  
The hours should be within the operating hours of the Marina. Within those hours we can discuss what would be best for your business. As an example, if you were serving only coffee and breakfast items it may only make sense to operate during morning hours. There would be some flexibility here.
9. Is the \$750 fee for the summer for drop-in weekends/events or full time?  
This fee is for full-time or the entire season.
10. If we just do occasional Town events are there fees associated with those events?

No. The Town does not currently charge a fee for special events, and not all events require food trucks.

11. Do you have a list of Town events and when you will be wanting commitments for those as well?

Town events that take place at the Frisco Bay Marina are as follows:

- Rock the Dock Concert (June 12, 2025)
- Frisco Triathlon (July 11, 2025)
- Kid's Sandcastle Competition (August 10, 2025)
- Movie Night at the Marina (August 23, 2025)

You can find a comprehensive list of Town of Frisco events here:

<https://www.townoffrisco.com/events/>

Staff will review event commitments with interested vendors during the interview process.

12. Is power available overnight for the duration the truck/trailer is onsite?

Yes.

13. Can the truck/trailer be left on the property overnight?

Yes.

14. Is private Wi-Fi available for point-of-sale systems.

No, only public Wi-Fi is available.

15. You referenced the weather and closing when the marina does, but can we also make that call for our own safety as to when to close without issues?

Yes. The safety of our guests and staff is a top priority. Vendors can make the decision to adjust their operating hours due to safety concerns.

16. Besides the proposed menu what info would you like to see from us?

Please refer to the submittal requirements in the RFP.

17. Did the town hire vendors at the Marina last summer?

Yes. We did have one coffee trailer at the Marina for several weeks and some other vendors during the kick-off concert and movie night.

18. Will the town provide a food truck or structure to accommodate a vendor?

No, we don't have the resources to provide these accommodations.

May 2, 2025