

**TOWNSHIP OF GROSSE ILE  
REQUEST FOR PROPOSALS FOR  
RESTAURANT/CONCESSIONAIRE/LIQUOR ESTABLISHMENT  
WATER'S EDGE RECREATION COMPLEX  
GROSSE ILE, MI**

Water's Edge Recreation Complex, a Department of the Township of Grosse Ile, is seeking proposals from qualified individuals or firms desiring to lease a restaurant facility and liquor establishment for the general public. The facility is located at 25555 West River Road, Grosse Ile, Michigan.

Copies of the Request For Proposal are available from the Clerk's Office, 9601 Groh Road, Grosse Ile Michigan, 48138. 734-676-4422 ext. 241 or electronically at [www.grosseile.com](http://www.grosseile.com) under the Community Recreation Tab. All respondents must address all requested criteria in the proposal and meet the Township's legal and insurance requirements in order to be considered.

Deadline for submission is October 12, 2018, at 12:00 (noon) p.m.

Publish News Herald September 16, 2018

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Water's Edge Recreation Complex, a Department of the Township of Grosse Ile, is seeking proposals from qualified individuals or firms desiring to lease a restaurant facility and liquor establishment for the general public. The facility is located at 25555 West River Road, Grosse Ile, Michigan. The Water's Edge Recreation Complex is a Township owned facility, which includes a 50 slip marina, an ADA Kayak Launch, a nine (9) hole golf course, a driving range, a swimming pool, outdoor rink, basketball court, and volleyball court. The existing restaurant facility consists of a full service kitchen, a bar, a concession area, and a 90 seat restaurant.

Preference will be given to the individuals, parties, groups or organizations interested in operating the facility whose proposal is consistent with this request and is compatible with the philosophy of the Township to provide a family oriented atmosphere in a creative manner. Interested parties are required to submit sealed proposals and qualifications to the Grosse Ile Township Clerk, 9601 Groh Road, Grosse Ile Michigan, 48138 Attn: Dale L. Reaume, M.P.A., Township Manager. Deadline for submission is October 12, 2018, at 12:00 (noon) p.m.

The Township of Grosse Ile is located in the Downriver Area of Wayne County. The Township consists of a chain of islands at the mouth of Lake Erie in the Detroit River. Grosse Ile is located adjacent to Gibraltar, Trenton, Riverview, and Wyandotte. The population of the Township of Grosse Ile is 10,342. The primary land use in the Township is Single-Family Residential.

**DESCRIPTION OF FACILITY FOR LEASE**

Water's Edge Recreation Complex is under the control of the Grosse Ile Recreation Department and the Community Recreation Commission. The facility offers:

1. A nine hole regulation golf course with a Pro Shop, golf leagues and an instructional program.
2. A golf practice facility consisting of target greens and putting greens.
3. Two swimming pools for youth and adults.
4. A marina with 50 summer docks and available space for winter storage of 70 boats.
5. Kayak Launch, Outdoor Rink, Basketball and Volleyball Court, Summer Concerts.

The restaurant is open to the general public and will serve the users of the Recreation Complex. The Recreation Complex is open and operating during the Summer from 6:45 a.m. – 10:00 p.m. Food service during peak hours is desired. Seasonal hours of operation will be considered.

The restaurant facility consists of 2,950 square feet in area including, a full bar, a concession area, and a 90 seat restaurant, plus additional outdoor seating. The kitchen includes three prep stations, a concession entrance, a walk-in cooler, a walk-in freezer, ice machine, deep fryers, oven, double grill, gas stove, four upright refrigerators, and a microwave oven. A detailed list is available online under the Community Recreation Tab.

Shared access and shared parking is included, for up to one hundred (100) vehicles.

### **REQUIRED DESCRIPTION OF PROPOSAL**

All proposals are required to include a narrative description of the proposed service, which would occupy the restaurant facility. Proposals are suggested to address the following items:

1. Provide a detailed description of the services to be provided. Preference will be given to the proposals, which offer an array of services.
2. Identify the target market. Preference will be given to proposals, which demonstrate cooperation with the mission of Community Recreation and Township residents.
3. Provide an anticipated menu and pricing.
4. Summarize previous experience in management and operation of a similar facility. Include references.
5. Include a mission statement for the proposed service and identify how it is compatible with the recreational and leisure goals of the Water's Edge Recreation Complex.
6. Commitment to upkeep and maintain the leased facility and the shared restroom areas.
7. Commitment to provide the necessary staffing required providing a full service facility.
8. Identify length of lease requested.
9. Identify proposed monthly lease payment for restaurant facility and proposed utility arrangements.
10. Demonstrate ability to secure all necessary permits and licenses to purchase or transfer, and obtain a State of Michigan liquor license.
11. Provide evidence of solid financial standing and identify any creditors should they exist.
12. Identify all services to be provided, hours of availability, including pricing and a framework for a marketing plan.
13. Proposal must include the provision of seasonal outdoor concession services (non-exclusive) for the patrons of the Water's Edge Recreation Complex.

14. Any other item applicant wishes to propose.

## **LEGAL & INSURANCE REQUIREMENTS**

Throughout the entire term of this contract, lessor shall:

1. Maintain General Liability Insurance with the following minimum coverage limits:

Policy aggregate: \$2,000,000.

Per occurrence Limit: \$1,000,000.

Personal Injury and advertising injury per occurrence limit: \$1,000,000.

Products and completed operations aggregate \$2,000,000.

Medical Payments: \$10,000 per person

Leased Property of Others: \$100,000

2. Maintain Liquor liability insurance with the following minimum coverage limits:

\$1,000,000 per occurrence

\$2,000,000 Annual policy aggregate

3. Maintain Workers Compensation Insurance policy for all employees and volunteers with Statutory limits. Owners and/or Officers of operating company are not to be excluded from coverage. Policy is also to include Employers Liability coverage with the following minimum coverage limits:

500,000. Bodily Injury by Accident Each Accident

500,000. Bodily Injury by Disease Policy Limit

500,000. Bodily Injury by Disease Each Employee

4. Maintain Auto Liability insurance providing coverage for all owned, non-owned, and/or leased vehicles with minimum coverage limits of 1,000,000. per occurrence.

Maintain Commercial Umbrella Policy providing additional limits over the General Liability, Liquor Liability, and Employers Liability, with minimum limits of: \$4,000,000.

5. All policies shall name the following as additional insured's:

Grosse Ile Township

Grosse Ile Recreation Department

Grosse Ile Community Recreation Commission

6. Should Lessee have any property and/or equipment of their own or leased from a third party other than the township, Lessee shall purchase an "All Risk" property policy with limits adequate to provide 100% Replacement Cost Coverage (new for old) on such property or equipment.
7. All policies shall also provide waiver of subrogation in favor of the four entities named in item 5 above.
8. Provide Grosse Ile Township with a hold harmless agreement indemnifying the Township from any claims arising from the operation of the facility.
9. Provide a cash escrow in the amount of \$5,000 as security deposit to cover against damage or destruction of property during the lease period.
10. The Community Recreation Commission reserves the right to add additional criteria, specifications, and limitations on use of facilities per provisions of required contractual agreements as approved by the Commission and the Township Board.
11. Identify the form of your organization, whether your entity is a partnership, corporation, or sole proprietorship, where it is organized, and the names of principals, officers, and the directors of the entity.
12. Provide a sample of your proposed lease agreement or detailed list of your expected lease provisions, conditions or expectations of the Township.
13. A copy of updated forms must be provided to Recreation Director yearly.

## **EVALUATION**

The prospective operators will be selected based upon their response to the criteria in this request as well as an overall demonstration of their qualifications and ability to operate this type of service and facility.

The Township Administrative team, consisting of the Recreation Director, Township Board Recreation Liaison, Recreation Commission Chair, and Township Manager will evaluate all proposals, with recommendations forwarded to the Community Recreation Commission and the Township Board for consideration. Additional or supplementary information may be requested by staff to assist in the decision making process. Candidates to be considered will be invited for an interview with representatives of the Community Recreation Commission, Township Board, the Recreation Director, and the Township Manager.

## **SELECTION**

Recommendation of the desired proposal will be made by Community Recreation Commission, however the Township Board reserves the right to reject any or all proposals.

Once a proposal has been selected a lease will be negotiated. Final rights to lease are subject to the approval of contractual agreements by the Community Recreation Commission, the Township Board and the review and approval of submitted insurance indemnifications by the Township's insurer, as well as final review by the Township Attorney.

## **CONTACTS**

Interested parties should contact Kimberly O'Farrell, Recreation Director, at 734-675-2364. Site inspections will be accommodated by appointment.

## **DEADLINE**

Proposals must be forwarded to the Township Clerk's Office, sealed and identified as Water's Edge Recreation Complex Restaurant Lease Proposal, no later than October 12, 2018, at 12:00 (noon) p.m.

***The Township of Grosse Ile reserves the right to reject any and all bids for any and all reasons. The Township of Grosse Ile is an equal opportunity employer.***