



Dutchess County Fairgrounds Restaurant

Request for Proposal

Overview

For over 40 years, the Dutchess County Fairgrounds' Restaurant has offered a welcome intermission at the County Fair in August and various seasonal events for guests seeking a sit down meal and beverage. The Restaurant is located in the heart of the Fairgrounds and plays a key role in the Fairgrounds' food program.

The Dutchess County Fairgrounds property is owned by the private, non-profit organization, the Dutchess County Agricultural Society. The grounds are rented during the season to a variety of promoters wishing to hold their events at the Fairgrounds. The Agricultural Society is the promoter of the Dutchess County Fair held each August.

The Restaurant seats 80 covers indoors (air conditioned) and 250 outdoors. It requires a full liquor license. There are several Society events, evening and daytime, held at the restaurant throughout the year which may be catered by independent operators from the facility.

Indoor dining & bar fixtures as well as basic kitchen fixtures are in place. Outdoor dining/ bar area requires a tent covering during the Fair. Some outdoor dining fixtures are in place.

Currently, the full service restaurant is open;

- May - 3 days
 - Antique Auto Event, averaging 12,000 attendees
- June - 4 days
 - Good Guys Hot Rod Show, averaging 12,000 attendees
 - Hudson Valley Arts Festival, averaging 5,000 attendees
- August - 7 days
 - Dutchess County Fair, averaging 350,000 attendees
- Other events may require the restaurant be opened as events grow and are added



Dutchess County Fairgrounds Rhinebeck, NY

We are seeking an individual with appropriate experience to enter into a management contract to operate the restaurant for a limited number of days through the Fairgrounds' season. We are asking for much information in the hope of finding a solid, long-term partner in the Fairgrounds' restaurant.

Please review the packet of enclosed information. You will find the application, the list of required documentation, and copies of the Fairgrounds' Seasonal & Fair Food Vendor Handbooks for reference.

Thank you for your interest in becoming part of the Fairgrounds' operations.



The Process

Our evaluation process consists of the following phases and timetable:

Phase I:

Our request to operators, described further in the accompanying outline, to provide along with the application:

- a) a statement of selected operating procedures;
- b) an assessment of personnel & requirements;
- c) your history with this type of event-based operation and references;
- d) your operating and financial projections for the restaurant;
- e) your response to major contract provisions in the outline.

Phase II:

Operators provide written response to the above. Deadline for submission responses: November 1, 2017

Phase III:

Our evaluation of responses completed by: December 31, 2017

Interviews and negotiations with prospective operators to commence

Phase IV:

Selection of Operator and signing of management contract; concluded by January 15, 2018 with the intention of the Restaurant being open for business the first weekend in May.

Our objective is to follow an orderly selection process resulting in an owner-operator agreement of mutual benefit to the parties.

Your proposal packet can be

- emailed to daschmann@dutchessfair.com
- mailed to DCAS, PO Box 389, Rhinebeck, NY 12572 or
- delivered in person to the Administration building weekdays between 9:00 am and 3:00 pm.

Questions regarding operations can be directed to Deb Aschmann at 845-242-4502.



Dutchess County Fairgrounds Rhinebeck, NY

DCAS Request for Information from Operator

Business Information

| | | |
|---|---|--|
| Business Legal Name | | |
| DBA or Trade Name | | |
| Ownership <input type="checkbox"/> C-Corp <input type="checkbox"/> S-Corp <input type="checkbox"/> LLC <input type="checkbox"/> LP <input type="checkbox"/> Proprietorship <input type="checkbox"/> Other | | |
| Date of Ownership | | |
| Type of Business | <input type="checkbox"/> Tavern/Pub/Bar/Grill <input type="checkbox"/> White Table Cloth Restaurant <input type="checkbox"/> Family Dining <input type="checkbox"/> Café/Coffee/Bakery <input type="checkbox"/> Caterer | <input type="checkbox"/> Pizzeria/Italian <input type="checkbox"/> Ethnic Cuisine <input type="checkbox"/> Diner <input type="checkbox"/> Deli/Takeout/Convenience <input type="checkbox"/> Other (Please explain) |
| Address | | |
| City | State | Zip |
| Business Phone Number | | |
| Business Website | | |



Dutchess County Fairgrounds Rhinebeck, NY

Owner(s) Information – *Please attach a resume for each owner*

| | | |
|----------------------|-------|-----|
| Applicant Legal Name | | |
| Title | | |
| Address | | |
| City | State | Zip |
| Cell Phone Number | | |
| Email Address | | |

| | | |
|----------------------|-------|-----|
| Applicant Legal Name | | |
| Title | | |
| Address | | |
| City | State | Zip |
| Cell Phone Number | | |
| Email Address | | |

If more owners, please submit their information.



Dutchess County Fairgrounds Rhinebeck, NY

References

| | | |
|-----------------------------|-------|-----|
| Business | | |
| Contact | | |
| Address | | |
| City | State | Zip |
| Phone Number | | |
| Email Address | | |
| Type of Business Connection | | |

| | | |
|-----------------------------|-------|-----|
| Business | | |
| Contact | | |
| Address | | |
| City | State | Zip |
| Phone Number | | |
| Email Address | | |
| Type of Business Connection | | |

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|-----------------------------|-------|-----|
| Business | | |
| Contact | | |
| Address | | |
| City | State | Zip |
| Phone Number | | |
| Email Address | | |
| Type of Business Connection | | |



DCAS Request for Information from Operator

Please include the following with your application.

- A. Selected operating procedures
 - a. A timeline/schedule for opening
- B. Proposed Menu & Pricing
 - a. Average Cover
- C. Assessment of personnel
 - a. Sources of staffing
- D. Financial projections for the restaurant
 - a. Proposed budget of operations
- E. Your history with this type of event-based operation
 - a. List of Projects
 - b. References
- F. Major contract provisions
 - a. Operator's contribution
 - b. Term of the Contract
 - c. Remuneration
 - d. Financial Statements and reporting
 - e. Termination of Contract



Dutchess County Fairgrounds Rhinebeck, NY

Dutchess Fairgrounds' Restaurant – Inventory 2017

Kitchen

- 1– Alto–Shaam 1200 oven
- 1– Star 48" Charbroiler
- 1– Star 24" Griddle
- 1– True 72" Refrigerated Chef base
- 1– Southbend 36", 6 burner Range
- 2– Pitco Frialator Gas Fryers, 40–50 lb capacity
- 2– True 72" Refrigerated Sandwich Units
- 1– Tempstar Dish Washer with dish tables, sink basket and sorting shelf
- 1– Southbend Single Deck Broiler
- 1– Aerohot Hot Food Serving Counter
- 1– True 2 Door Refrigerator
- 1– True, 2 Door Refrigerator/Freezer
- 1– Jordon, 2 Door Freezer
- 1– Walk–in Cooler, outside
- 2– Stainless 4' work tables w/2, 4' heat lamps
- 1– Stainless 6' work table w/6' heat lamp
 - 1– Complete Hood System w/Ansul Fire Protection

Indoor Dining/Bar Area

- 19 – Tables
- 78– Chairs
- 2– 4' Hutches
- Bar and Stools

Outdoor Dining/Bar Area

- 30– 3' Round Plastic Tables
- 11– Large Cocktail Tables
- 13– Small Cocktail Tables
- 4– 4' Square Glass Top Tables
- 230– Plastic Chairs