



Request for Bids
Greater Vallejo Recreation District

RFB TITLE: Vending Services Agreement for Blue Rock Springs Park, Wardlaw Dog/Skate Park, Dan Foley Park – **ONE BID PER LOCATION**

LOCATIONS: Blue Rock Springs Park, 650 Columbus Parkway, Vallejo, CA, Wardlaw Dog/Skate Park, 1805 Ascot Parkway, Vallejo, CA, Dan Foley Park, 1499 N. Camino Alto, Vallejo, CA

PURPOSE: Concession services for ice cream and other snacks

DEADLINE FOR BID SUBMISSIONS: 12:00 P.M. Pacific Time, Friday, July 24, 2026

AWARD:
Bids will not be open to the public. GVRD will notify all bidders of bid success/failure.

SUBMIT BIDS TO THIS ADDRESS:
GVRD, RE Ice Cream Bids
395 Amador Street
Vallejo, CA 94590

BID DEPOSIT: \$100.00 If the high (winning) bidder, after being notified of their successful bid, declines to enter into an agreement for vending services with the District, they shall forfeit their bid deposit. In all other circumstances, bid deposits will be refundable to bidding vendors.

Late bids, faxed bids, unsealed bids, electronic mail bids, unsigned bids, and/or bids missing \$100 deposit will be rejected

RIGHT TO REJECT BIDS:
The District reserves the right to reject any or all Bid Proposals, to waive any informality, minor technical defect, or irregularity in Bid Proposals, and to accept or reject any items of a Bid Proposal. The District, at its discretion, may reject as incomplete any bid which is in any way conditional, includes exceptions, alterations or omissions, or included reservations to the terms of the Bid Proposal form, or other contract documents. The District reserves the right to reject any and all bids. District will reject bids from any concessionaire for whom there is documented evidence of repeated attempts to sell concessions on District property without a signed agreement with the District and/or who has violated a previous agreement with the District and upon notice has failed to immediately remedy said violation.

AGREEMENT HIGHLIGHTS:

1. In order to do business in our parks, you will need to provide the following Documents, prior to entering any District property to conduct business, and within (15) days of being awarded contract:
 - A. Copy of your current City of Vallejo Business License
 - B. Copy of your current Solano County Food Vehicle Permit
 - C. All required Insurance Certificates as outlined below
 - D. A list of all ice cream/snack items being sold - *No alcohol, tobacco, toy guns or anything illegal are allowed for sale*
2. All documents must be provided to GVRD within fifteen (15) days of contract being awarded. If copies of the insurance certificates are not on file, GVRD may deny access to the property. If documents are not provided within fifteen (15) days, contract may be voided and contract awarded to the next highest bidder. Initial agreement will be for a **12-month term** August 1, 2026 through July 31, 2027 for all parks with the option of two one-year extensions if mutually agreeable.
3. Vendor must present a valid Business License issued by the City of Vallejo Tax Collector's Office and a valid Food Vehicle Permit issued by the Solano County Department of Resource Management Environmental Health Division. CONCESSIONAIRE also agrees to pay any and all taxes, which may be assessed against him for whatever purposes in the operation of said concessions.
4. **Indemnity & Insurance Requirements:**

CONCESSIONAIRE shall indemnify, defend, and hold harmless GVRD, the City of Vallejo, their directors, officers, agents, employees, and volunteers from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the vendor's use or occupancy of a facility or property controlled by the GVRD or the performance of work hereunder or their failure to comply with any of their obligations contained in this Agreement (including without limitation costs and fees of litigation), unless solely caused by the gross negligence or willful misconduct of GVRD, the City of Vallejo, their directors, officers, agents, employees, or volunteers. During the term of this agreement, CONCESSIONAIRE shall maintain in full force and effect at their own cost and expense, the following insurance coverage and be bound by the following requirements:

 - A. CONCESSIONAIRE shall complete and file with GVRD administration office within fifteen (15) days of the execution of this Agreement, and prior to engaging in any operation or activity set forth in this Agreement, appropriate certificates of insurance evidencing compliance with the requirements of insurance herein, and which shall provide that no cancellation, major change in coverage, or expiration by the insurance company will be made or allowed during the term of this agreement without thirty (30) days written notice to GVRD prior to the effective date of such cancellation or change in coverage. If copies of the insurance certificates are not on file, GVRD may deny access to the property.
 - B. Commercial General Liability Insurance, with coverage at least as broad as Insurance Services Office Form CG 00 01, for bodily injury, personal injury, and property damage with liability limits of not less than One Million Dollars (\$1,000,000.00) per occurrence, with a general aggregate

limit of not less than Two Million Dollars (\$2,000,000) for claims which may arise from the operation of CONCESSIONAIRE in the performance of this agreement. This insurance must also include not less than One Million Dollars (\$1,000,000) coverage for Product Liability Insurance to address any claims arising from the consumption of items sold. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

- C. Commercial Automobile Liability Insurance, covering all vehicles used in the performance of the work required by this Agreement, including hired vehicles and non-owned vehicles, which insurance provides bodily injury liability limits of not less than One Million Dollars (\$1,000,000.00) per person, property damage liability limits of not less than One Million Dollars (\$1,000,000.00) per occurrence, and with an aggregate limit of not less than Two Million Dollars (\$2,000,000.00) for claims which may arise from the operations of CONCESSIONAIRE in the performance of this Agreement.
 - D. If CONCESSIONAIRE is a sole proprietor with no employees, the following will not apply. In all other cases, Workers Compensation Insurance in the amount of statutory limits and Employer Liability Insurance with limits of not less than One Million Dollars (\$1,000,000.00) per incident must also be maintained.
 - E. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by GVRD's self-insurance pool.
 - F. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the vendor maintains higher limits than the minimums shown above, GVRD requires and shall be entitled to coverage for the higher limits maintained by the vendor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to GVRD.
 - G. **Waiver Of Subrogation** - CONCESSIONAIRE'S General Liability and Workers' Compensation policies are to be endorsed to waive all rights of subrogation against GVRD. The CONCESSIONAIRE'S insurance must provide a Waiver of Transfer of Rights of Recovery Against Others to Us endorsement at least as broad as ISO CG 24 04 with GVRD, the City of Vallejo, their Directors, Officers, Agents, Volunteers, and Employees scheduled on the endorsement.
 - H. **Primary And Noncontributory** - Insurance provided must be primary and noncontributory and include an endorsement at least as broad as ISO CG 20 01 as respects GVRD, the City of Vallejo, their Directors, Officers, Agents, Employees, and Volunteers. Any insurance or self-insurance maintained by GVRD, the City of Vallejo, their Directors, Officers, Agents, Volunteers, and Employees shall be excess of the CONCESSIONAIRE'S insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.
5. Occasional exceptions will apply to the exclusivity of CONCESSIONAIRE'S right to vend, such as during District Events, Special Events, during certain games/practices, or other times as the

District may deem necessary. CONCESSIONAIRE may be barred from selling and/or may not have exclusive vending rights and/or may be asked to sell in a different location within the parks in the case of District events and/or special events approved by the General Manager or their designee. Examples include but aren't limited to **Carnevale Fantastico! & Bands & Brews**. GVRD will provide notice of any such events. At Dan Foley Park, user groups are allowed to sell concessions when they have reserved fields and the concession stand, vending is not exclusive during these times.

6. Fingerprinting - CONCESSIONAIRE, any employees and any substitutes that will work in the parks shall be fingerprinted for the purpose of a background check that will determine their eligibility for working in the park. The results of the fingerprint check shall be forwarded to GVRD. GVRD will have final say on those employees who shall work in the parks. This is consistent with GVRD policy. GVRD will facilitate the fingerprint process for the CONCESSIONAIRE. CONCESSIONAIRE shall bear the cost of fingerprint screening plus \$32.00 Department of Justice fee for processing, per individual.
7. Location of Vending Services – vending services will be performed upon a designated parking lot or parcel of land located at Blue Rock Springs Park, Wardlaw Dog and Skate Park, & Dan Foley Park in the City of Vallejo, parking location to be specified by the Parks & Facilities Director or his designee. All advertising signs, of any type, advertising the concession shall be posted only upon the approval of the General Manager of GVRD.
8. Music and Loud Speakers – No music nor sound producing devices may be used by CONCESSIONAIRE within or immediately outside designated concession venues without the written permission of the General Manager or his designee. Once parked in designated area of park, music can be played for two minutes, and music thereafter to remain shut off while conducting business in the park.

**PLEASE DIRECT
ALL INQUIRIES TO:**

Salvador Nuno
Parks & Facilities Director
707 648-4602
snuno@gvrd.org

DATE BID NOTICE ISSUED: July 9, 2026