



Agenda Item: Discuss and Consider New Business Opportunities for Concessionaire Partner Program

Background: The Park Board of Trustees enters agreements with local and regional small business owners, entrepreneurs and minority owned businesses to provide goods and services to island residents and more than 7 million annual tourists who visit Galveston Island.

To capture new business opportunities, a Request for Proposals (RFP) was launched in mid-February following several substantive modifications of the concessionaire program including a change to the ByLaws, restructuring of financial policies and required standards of operation.

Request for Proposals submittals were due on February 28 with instructions to include a concessionaire application, business proposal, application fee and specified documentation.

Per Board of Trustee approval, a review team, made up of the Chief Operations Officer, General Manager of Parks, Chief Financial Officer finance department designee, Chief Tourism Officer tourism development department designee and Guest Experience Manager, reviewed the submittals and brings to this committee those viable proposals which were evaluated on the following criteria:

- Meets minimum qualifications and followed all submittal instructions
- Quality of business operations, including, but not limited to, inventory, equipment, employee training, maintenance plan, safety record
- Previous attractions, business, sales or operations experience
- Promotional or capital improvement incentives offered
- Ability to obtain startup capital, if needed
- Uniqueness of goods, products and/or services
- Consideration of eco-friendly practices and supplies
- Anticipated annual gross sales figures
- Any other factors in the proposals deemed relevant

Future Dates for action to be completed by:

March 15, 2022 - Agreements for any new concessionaire partners drafted

March 22, 2022 - Trustees presented agreements for new partners for approval on consent agenda

March 25, 2022 - Distribute agreements for new partners to sign

April 1, 2022 – Signed agreements due for new partners

April 1, 2022 – Administrative fee payments due for new partners

April 30, 2022 - Onboarding of new partners

Note that these dates rely on timely submittal of all required applicable payments and documentation, including, but not limited to, agreements, certificates of insurance, watercraft safety plans, sales tax and use permits and food service permits.

Any partner, current or new, who does not submit documentation by the above dates may be subject to a delay of operation or revocation of the offer of an agreement.

Staff Recommendation: Staff suggests the committee recommends these select new businesses be awarded concessionaire agreements by the Board of Trustees.

Funding Source (if applicable): N/A