

2009 Restaurant and Food Service  
Center of Progress Building Restaurant RFP

Q & A

1. Q. What type of mobile carts is the Fair looking for to provide food and beverage service during the capital improvement phase?  
  
A. The mobile food carts must be appropriately sized to provide a diverse menu and must be sufficient in number to avoid undue customer waiting.
  
2. Q. Does this contract allow for the placement of other mobile food carts in Chevy Court or other locations?  
  
A. No.
  
3. Q. Should the other opportunities stated above in question #2 be added to the proposal?  
  
A. See Answer 2 above.
  
4. Q. During the capital improvement phase, is the menu for the temporary food service facility at the discretion of the licensee?  
  
A. Yes, subject to the approval of the Fair.
  
5. Q. Could you please give us an estimate of what the annual utility costs would be for this facility?  
  
A. No. The restaurant is not presently separately metered. When separate meters are installed, the licensee will be responsible for utility charges.
  
6. Q. Are there opportunities for non-profit groups or others who are not employed by the licensee to operate the facility?  
  
A. No.
  
7. Q. Can we have a list of all equipment that will remain in the Center of Progress restaurant?  
  
A. The list is at the end of these questions and answers.

8. Q. What type of theme restaurant is the Fair looking for?  
A. Any theme compatible with the Fair's family-oriented visitor-friendly mission.
9. Q. Do you have a current drawing or schematic of the facility?  
A. The schematic is in a separate attachment labeled "Schematic".
10. Q. Who is responsible for pest control within the restaurant facility?  
A. The licensee; all pest control must be provided by a licensed professional.
11. Q. Will the successful bidder be able to use and or purchase neon/theme décor from current operator? Will the name stay the same on the awnings to both entrances of the restaurant?  
A. No. The object of the RFP to obtain a licensee who will provide a new theme and appropriate themed décor.
12. Q. As stated in the RFP: "...to the extent possible, shall utilize New York food and beverage products..." Is there a vendor listing that the Fair will provide to accommodate this request?  
A. We can provide advice to licensee on sourcing NY products based on final menu selection.
13. Q. Does the Fair have any detailed information available, (i.e. meter readings, prior billing or charges, etc.), for electrical usage and natural gas usage for the last 6-12 months, to determine an average usage during different climates to better understand how this will financially impact the successful bidder, and/or influence the proposed rent structure with the RFP?  
A. No. Please see Answer 5 above.
14. Q. Under Capital Improvements, please clarify what is property of the Department... "...counters, tables and chairs/benches are the property of the Fair."  
A. Please refer to the equipment list at the end of these questions and answers.
15. Q. Under the Premises topic, it explains that the restaurant is heated and restrooms are available. Is the restaurant air-conditioned? If not, whose responsibility or undertaking would this be? Are the restrooms ADA compliant and how many are there? Whose responsibility will it be to maintain these restrooms?

- A. The restaurant is air-conditioned. There is an ADA compliant employee restroom in the restaurant which the licensee must maintain. ADA compliant restrooms for public use are located within the Center of Progress and are maintained by the Fair.
16. Q. Also under Premises, there is mentioned approximately 2,250 sq. ft. of dining space upstairs. Is this a handicap accessible area? If it is not, is it a requirement to be accessible, under the new contract? If it is required, who is responsible for meeting the ADA requirements for this area, and who bears the cost?
- A. The upstairs dining space is not handicap accessible and need not be made so under the license.
17. Q. Is construction required? Can the proposer change the theme of the restaurant using the existing structure? If yes, would that eliminate the requirement for the use of an architect?
- A. The RFP requires improvements and renovations to the existing Restaurant and re-equipping of all kitchen facilities. The Technical portion of each proposal must include preliminary drawings showing proposed structural improvements and renovations. Final renovations must be prepared by an architect licensed in New York State.
18. Q. Will heating of the restaurant be based on cubic feet or square feet? Will there be a formula involved in the charges?
- A. Heating charges are based on a proportion of the Restaurant's square footage.
19. Q. Is the contractor responsible for heating the restaurant when it is not in use?
- A. Yes, see Answer 18 above.
20. Q. During the NYS Fair, is there a reduction in admission price and parking for employees? Where is the designated parking for employees?
- A. Employees are admitted at the concessionaire rate. There is no designated parking and no reduction in parking charges.
21. Q. Can the contractor operate the restaurant for private parties when the facility is not in use and pay the Department the required percentages?
- A. Yes.
22. Q. If the Department requests the use of the restaurant for governmental purposes, how much advance notice is given and is the contractor reimbursed for heating the restaurant during that time?

- A. Notice will be given as quickly as possible and utility charges will be suspended.
23. Q. Can the contractor vend food and beverages out of the restaurant into the Center of Progress Building?
- A. Yes, from mobile food carts as determined by the Fair.
24. Q. What were the exact dates for non-fair events in 2009? Are these events expected to return in 2010?
- A. Yes, please see the list at the end of these questions and answers.
25. Q. During the past three years, has attendance increased or decreased at the Center of Progress Building during non-fair events?
- A. Non-fair event attendance has shown a slight increase.
26. Q. Can you supply proposers with the exact equipment list at the Center of Progress Restaurant?
- A. Please see the list at the end of these questions and answers.
27. Q. Are vendors who are renting space in the Center of Progress Building during fair and non-fair events, allowed to bring in their own food and beverages? Are they allowed to sell or give away samples of food and beverages?
- A. Yes, for their own consumption. Vendor provided sampling of food and beverages is permitted.
28. Q. Can anyone entering the Center of Progress Building bring in food and beverages during non-fair events?
- A. Yes.
29. Q. Will the contractor be required to purchase food and beverages from specified businesses?
- A. No.
30. Q. If a portable food/beverage stand is allowed adjacent to Chevy Court, could that be placed under a tent? Will electricity be provided for that portable stand?

A. This RFP does not provide for food service beyond the Center of Progress and its immediate adjacent space.

31. Q. During last year's Fair, the patio and brick area outside of the Center of Progress Building was operational. Do you have a breakdown of the revenue brought in from those locations?

A. The brick and patio area are not within the scope of the RFP.

32. Q. Please advise on the current maintenance policy, specifically the daily maintenance of the dining rooms, rest rooms, etc.

A. The licensee will be responsible for all cleaning and maintenance of the Restaurant, including the dining areas, as required to maintain a clean and attractive dining area and to comply will all applicable health and sanitary regulations.

Below is a listing of all permanently affixed equipment that is the property of the New York State Fair and is party of the included equipment with the Center of Progress building restaurant:

- Heating system
- Air conditioning system
- All walls, railings, cabinets and counters including built in condiment counters, pizza area counter and bar counters. Not included would be any drip in equipment in the counters.
- Kitchen hood and exhaust system
- Ten foot stainless steel prep table with single bay sink and nine foot three by sink in the kitchen area
- International cold storage freezer/cooler and storage area
- Chain link caged area in the office area on the second floor
- Chain link cage area securing the outside dock area
- Awnings and patio cover

All food preparation is owned by the current restaurant operator.

Event Name	Date
Meyers RV Sale	1/7/09 – 1/11/09
Salt City Antique Jan Show	1/14/09 – 1/18/09
NE Sport Show	1/23/09 – 1/27/09
UAW Meeting	2/1/09
Motorcycle Super Swap	2/6/09 – 2/8/09
CNY Boat Show	2/9/09 – 2/16/09
NY Farm Show	2/24/09 – 2/28/09
CNY RV Show	3/2/09 – 3/9/09
Hard Hat Expo	3/9/09 – 3/12/09
Motorsports Expo	3/13/09 – 3/15/09
Home & Garden Show	3/16/09 – 3/23/09
Salt City Dog Shows	3/25/09 – 3/29/09
Syracuse Chamber Business Show	4/1/09 – 4/2/09
MSK Concert The Machine	4/3/09 – 4/4/09
Spring Gun Show	4/16/09 – 4/19/09
DOT Spring Training	4/20/09 – 4/21/09
Race for the Cure	5/15/09 – 5/16/09
Gem & Mineral Show	7/10/09 – 7/12/09
Fall Used Boat Show	9/10/09 – 9/13/09
NYS Fall Gun Show	9/17/09 – 9/20/09
NYS RV Show	9/24/09 – 9/28/09