

E.K. ATWOOD PARK (BEACH ACCESS 5) MOBILE FOOD VENDOR REQUIREMENTS & FEES

➤ **SELECTION PROCESS**

- Cameron County will advertise that it is accepting proposals for available food truck vending spaces at E.K. Atwood Park (Beach Access 5). Vendors will have an opportunity to submit proposals for each individual space available. Vendors must note that each space is designated to serve a specific type of cuisine, and must submit their proposals accordingly. Proposals not coinciding with the designated cuisine may be disqualified. If the County receives multiple proposals for the same space, The Parks Department will select a designated vendor by using a lotto system. The lotto system will incorporate the selection of a primary vendor and two alternates. If the primary vendor decides to withdraw, then alternate #1 will be given the opportunity, if Alternate #1 declines to accept, then it will be presented to Alternate #2. Upon selection, vendors will be notified in writing and a permit number (Contract No.) will be issued for the designated space. Vendors selected to receive permits will be required to undergo and pass background checks prior to issuing permit. Vendors must pass all required inspections and obtain all required health permits from the Cameron County Environmental Health Division prior to applying for or submitting proposal for a park space permit.

➤ **MOBILE FOOD VENDOR FEES**

- Cameron County requires a one (1) year agreement to be executed between County and Vendor for authorization to conduct business on said property. A monthly fee of **\$350.00** dollars per space will be assessed on, or before, the first day of each month for the term of the agreement. A \$25.00 dollar late fee will be assessed after the 10th for each day payment is late. A deposit of **\$350.00** plus the first month's rent will be required immediately upon execution of contract. Deposits are refundable only upon expiration/termination of contract. Prior to refunding any deposits, a county representative must first inspect the premises and authorize issuance of refund.

➤ **SITE CONDITIONS**

- E.K. Atwood Park offers a total of four 12' X 20' food truck parking spaces with a 50amp electrical connection. Spaces are numbered 1 thru 4 (see attached map), and are designated by the county, to vend a specific type of cuisine for the purpose of ensuring a variety of food is made available. Spaces 1 thru 4 are assigned the following cuisines:
 - Space #1 – International (Chinese, Mexican, Italian, etc.)
 - Space #2 – American Food (Hamburgers, Hot Dogs, BBQ, etc.)
 - Space #3 – Seafood & Chicken
 - Space #4 – Desserts (Ice Cream, Pastries, Shaved Ice, etc.)

➤ **TERMS**

- **Insurance** - At the time a contract is signed, the vendor must provide a **Certificate of Insurance** naming the County as an additional insured party. Vendors are required to show proof of comprehensive general liability insurance with a combined single limit of \$500,000 per occurrence. Additional vehicle and statutory workers' compensation insurance may be required; this will be determined on a case-by-case basis. Mobile food unit applicants will apply with the local Health Department to ensure compliance.
- Current Texas State Sales Tax Certificate
- County Clerk's Office – Assumed Name Certificate (DBA)

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- Current state vehicle license and state inspection sticker
- Complete application at the Health Department during time of appointment.
- Photo of vehicle – will be taken at the Health Department during time of appointment.

➤ **RULES AND REGULATIONS**

- For all practical purposes, a Food Truck in this case is defined as a motorized vehicle (Not a Trailer) equipped with a fully enclosed kitchen. The vehicle must meet all standards for highway use and be current on state safety inspections.
- To the extent of any conflict between commercial activities and other park activities authorized, the County reserves the right to adjust the uses authorized.
- Permits cannot be transferred.
- Cameron County Parks reserves the right to restrict the number of participants for any commercial permit.
- Cameron County's maintenance, programs and special events will have priority usage of park areas.
- Commercial vendors must be open on weekends, holidays and a minimum of three days during the week beginning on Memorial Day weekend through Labor Day weekend and the week of Spring Break known as "Texas Week".
- Permit holders shall not interrupt existing use of an area by the general public and the public must always have access to park entrances. Blocking of public access is prohibited.
- Advertising and marketing of any kind is prohibited in county owned parks/facilities (including but not limited to: coroplast signs, flags, banners). All advertising will be limited to what the vendor can display on the outside of the food truck.
- Park hours are 9:00am to 10:00pm. Requests for earlier entry must be approved by Parks Director.
- Permit Holder shall advise Permit Holder's employees/staff/participants/volunteers of the rules and regulations to ensure that all activities under the permit are in compliance.
- No glass containers are allowed in county parks.
- If the Permit Holder or any agents or customer/client of the Permit Holder damages park property, the County may retain the deposit to offset the damages in addition or pursuing other legal remedies available.
- All individual Food Truck spaces are equipped with a metered electrical service. Vendors who choose to use the electrical supply will be billed monthly by the County for the cost of the energy consumption.
- Food Truck Vendors are required to use the electrical service provided to operate their food trucks. On board generators are only permitted during emergencies (e.g. during a power outage). Generator noise levels must not exceed (75) decibels.
- Food Truck Vendors must pass all required inspections and obtain all of the necessary health permits required by the Cameron County Environmental Health Division, prior to applying for or submitting proposals for a park space permit.