



Invitations for Proposal - Food Service Operator

Overview

The YMCA of Greater Vancouver is inviting proposals to operate, under a License Agreement, the café at the new Robert Lee YMCA in downtown Vancouver.

Situation

Located at 955 Burrard Street, the new Robert Lee YMCA will open to the community on May 3, 2010. The Robert Lee YMCA will be a centre of community open to all people of all ages living and working in downtown Vancouver.

Offering more than 92,000 square feet of services and programs, the six-floor building offers:

- A 25-yard pool with UV filtration and moveable floor.
- Whirlpools and steam rooms.
- Family, Member Plus, and General membership change rooms.
- 18,000 square feet of active lifestyle space: gymnasium, fitness studios, strength and conditioning zones, yoga studio, and more.
- Over 65 licensed child care spaces for 0-5 year olds.
- Family Development Centre.
- 2 roof-top playgrounds.
- Computer lab and classrooms for employment and international programs.
- Café offering healthy food choices.

Scope of Food Services

The successful café Proponent will be responsible for the following:

1. Manage and operate all segments of the café in an efficient and professional manner.
2. Manage and maintain the café in compliance with all laws, ordinances, regulations, licenses held, and rules of Federal, Provincial, and Municipal authorities.
3. At a minimum, deliver café services during the following hours: Monday-Friday 7am-8pm; Saturday-Sunday 9am-5pm; Closed Statutory Holidays.
4. The successful Proponent will be responsible for cleanup of spills and litter resulting from café operations in the surrounding seating and lobby area.
5. The facilities and equipment made available to the successful Proponent may not be used in connection with any operations not deemed to be part of the café service located at the Robert Lee YMCA.

Food and Beverage Quality Standards and Delivery Formats

The successful Proponent will be responsible for the following:

1. Food and beverage items offered for sale must take into consideration the Nutritional Guidelines for Vending Machines in BC Public Buildings (2007). Visit: <http://www.lcs.gov.bc.ca/HealthierChoices/pdf/Appendixiii.pdf>. The guidelines state that at least 50% of foods or beverages sold must be from the "Choose Most" category with the remaining percentage being from the "Choose Sometimes" category (up to 50%), with no foods being sold from the "Choose Least" or "Not Recommended" category. Items from the "Choose Least" or "Not Recommended" categories may be considered with prior written YMCA approval, but may not exceed 15% of food or beverages offered for sale.
2. At least 90% of food or beverages offered for sale must be offered in a prepared "grab-and-go" format.
3. At least 90% of food items offered for sale must be prepared and packaged at a licensed off-site location.
4. 100% of food and beverage items offered for sale must be made available in "take-out" and "eat-in" formats and supplied accordingly (i.e. napkins, packaging, eating utensils, etc).
5. Menu items requiring on-site baking, frying, or deep frying will not be considered.
6. All communication materials such as signage, promotions, advertising, and menus must be professionally prepared (i.e. signage consultant, graphic artist, or advertising/communications professional). Communication materials must meet the standards of the Robert Lee YMCA.
7. The successful Proponent must offer:
 - a. Hot and cold beverages: For example, coffee, tea, and health-conscious chilled beverages.
 - b. Breakfast options: For example, healthy breakfast wraps, yogurts, and other "grab-and-go" breakfast meals.
 - c. Snack options: For example, healthy nut & seed bars, whole grain energy bars, and low-fat muffins.
 - d. Lunch and light-dinner options: For example, healthy salads, sandwiches, soups, and wraps.

Proposal Evaluation

Proposals will be evaluated and considered primarily on the following attributes (listed in no order of importance):

- Pricing
- Length of term requirements
- Financial terms
- Hours of operation
- Equipment requirements (Proponent supplied and/or YMCA supplied)
- Storage requirements
- Staffing levels
- Operator experience in providing health conscious products and capacity of off-site facilities.
- Sensitivity to environment and corporate-social responsibility
- Trade references
- Menu (inclusive of breakfast, lunch, & dinner options)



Robert Lee YMCA

The YMCA of Greater Vancouver reserves the right to reject any and all proposals for any reason or to award any proposal which the YMCA of Greater Vancouver deems most advantageous to itself.

The Proponent acknowledges and agrees that the YMCA of Greater Vancouver will not be responsible for any costs, expenses, losses, damages or liabilities incurred by the Proponent through this process or as a result of the YMCA of Greater Vancouver's non-acceptance of the Proponent's proposal.

Schedule

It is anticipated that the café agreement be awarded by the end of January 2010. The earliest date to begin café set-up is anticipated to be April 2010. The start date of the License Agreement is dependant upon construction progress and is subject to change. It is anticipated that café operations will commence May 3, 2010.

Deadline for Submissions of Proposals

Proposals should be submitted by:

4:30 p.m., Tuesday January 12th, 2010

To the attention of:

Simon Adams
Vice President, Major Facilities - Coastal Region
simon.adams@vanymca.org

Pre-Proposal Meeting and Tour

Interested parties are encouraged to contact Simon Adams at 604-320-5829 to arrange a site visit prior to the proposal submission deadline.

Attachments

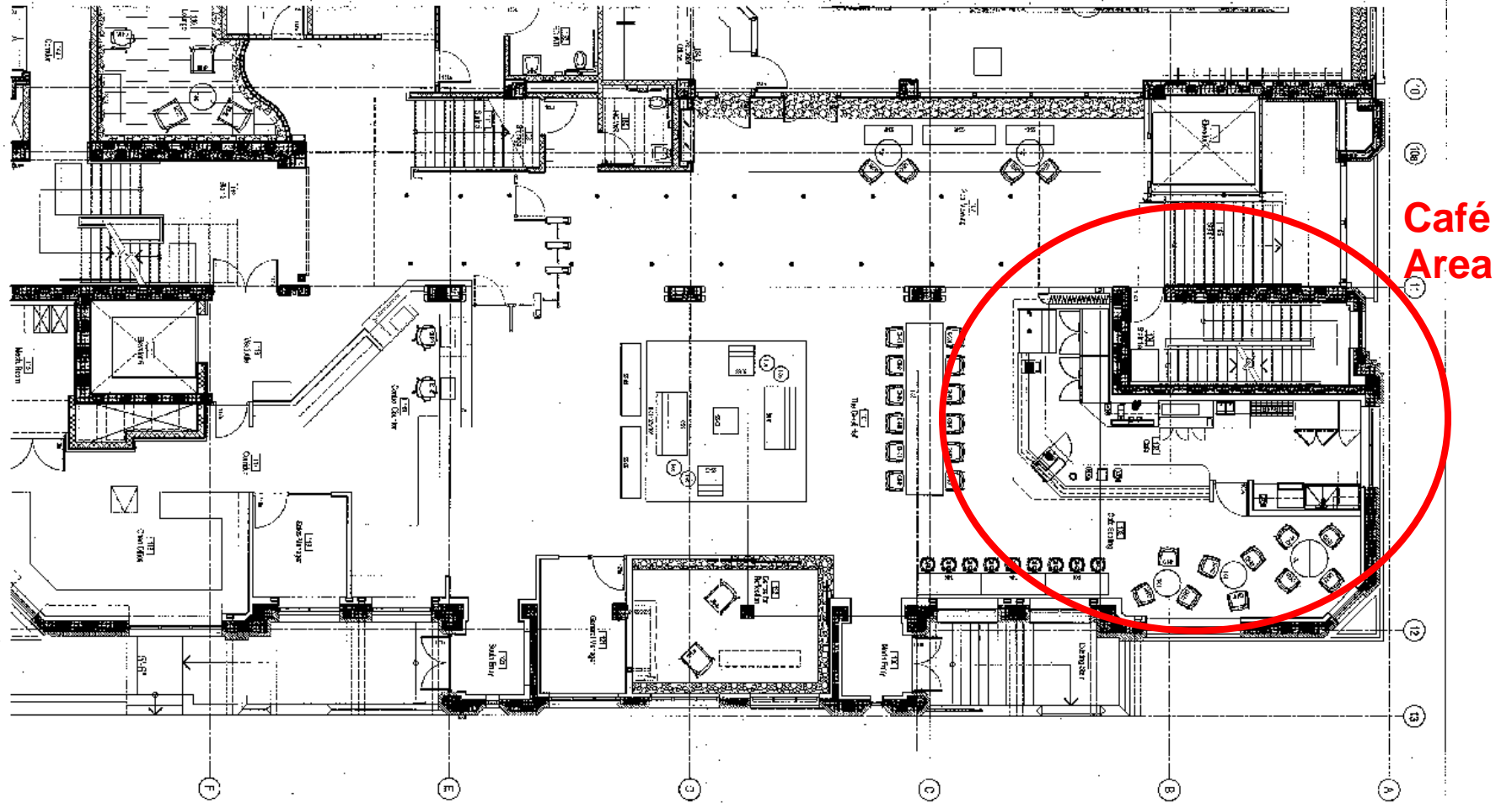
Appendix A - Café Floor Plan and Great Hall Seating Area

Appendix B - Café Floor Plan

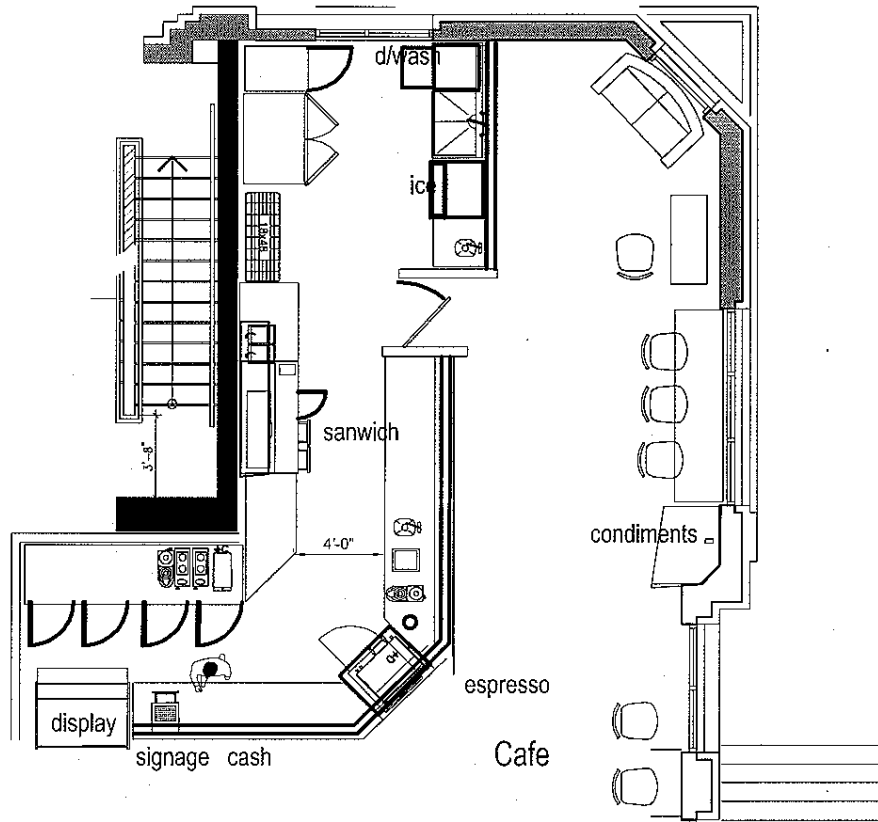
Appendix C - Café Millwork Plan



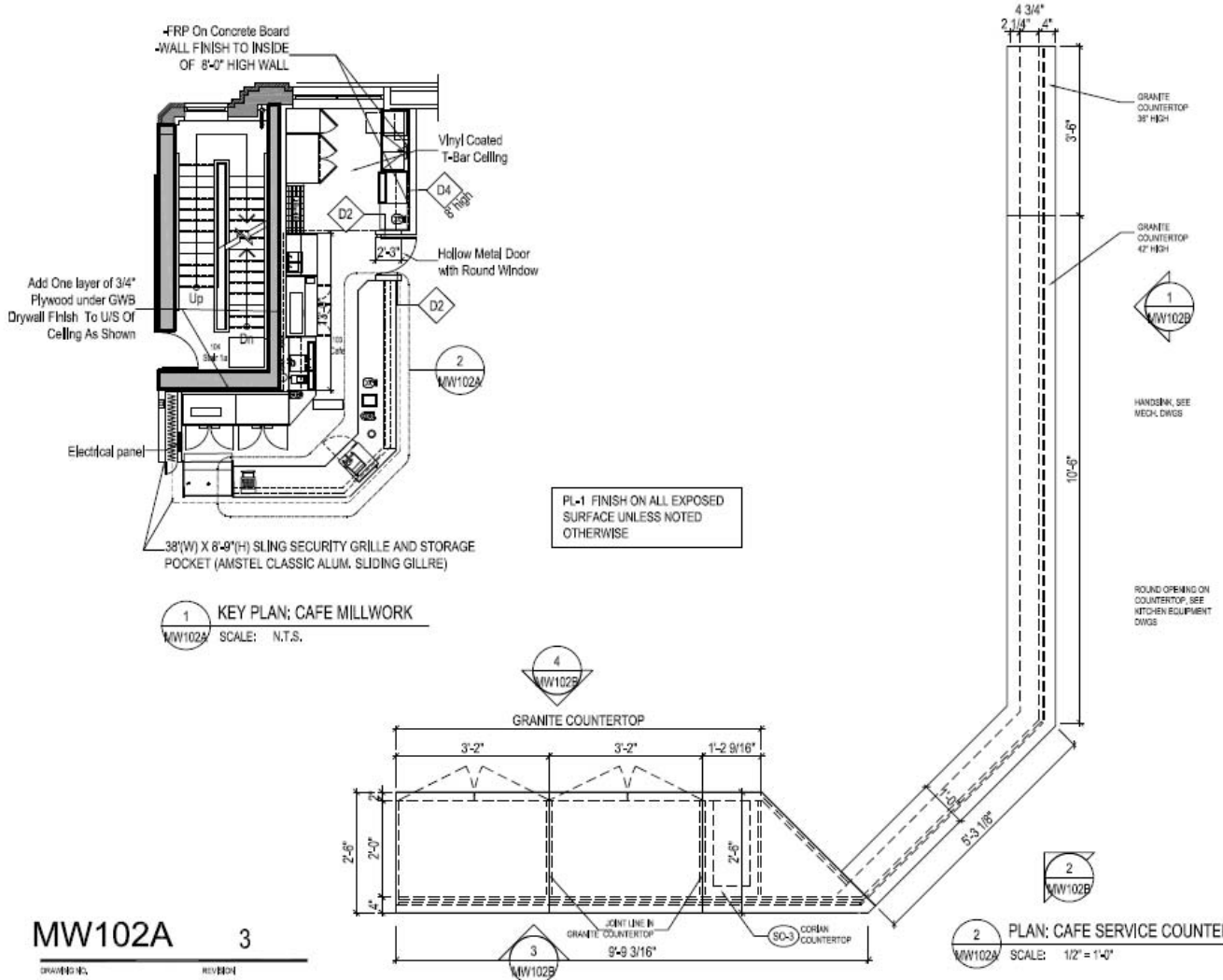
Appendix A – Café floor plan and Great Hall seating area.



Appendix B – Café Floor Plan



Appendix C – Café Millwork Plan



Stantec Architecture Ltd.
1100 - 111 Dunsmuir Street
Vancouver BC Canada
V6B 6A3
604.696.8000
604.696.8100



Copyright Reserved
The Copyright to this drawing and its contents is reserved, and remains at all times the exclusive property of Stantec, and shall not be used, modified, or reproduced without the expressed written consent of Stantec.

Dimensions
The Contractor shall verify all dimensions, and immediately report any errors and/or omissions to Stantec. DO NOT SCALE DRAWINGS.



REV	DESCRIPTION	BY	DATE
3	ISSUED FOR SI # 192	RW	06/06/01
2	ISSUED FOR SI # 106	JZ	06/12/03
	ISSUED FOR CONSTRUCTION	DH	07/11/02
	ISSUED FOR BUILDING PERMIT	DH	07/11/02
1	ISSUED FOR IFC REVIEW	JZ	07/10/17
	ISSUED FOR BP APPLICATION	JZ	07/10/01
	ISSUED FOR ADDENDUM # 03	JZ	07/07/12

PROJECT
DOWNTOWN YMCA & RESIDENTIAL DEVELOPMENT

DRAWING TITLE
MILLWORK CAFE SERVICE COUNTER PLAN & ELEVATIONS

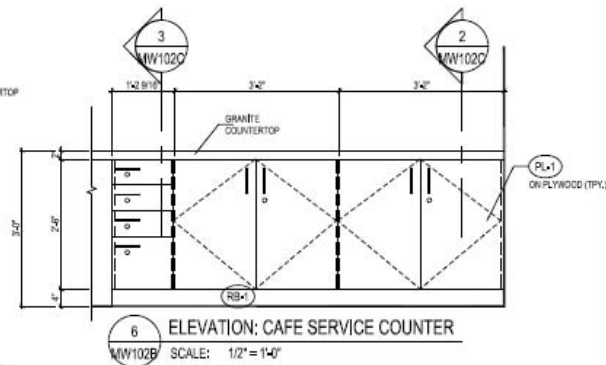
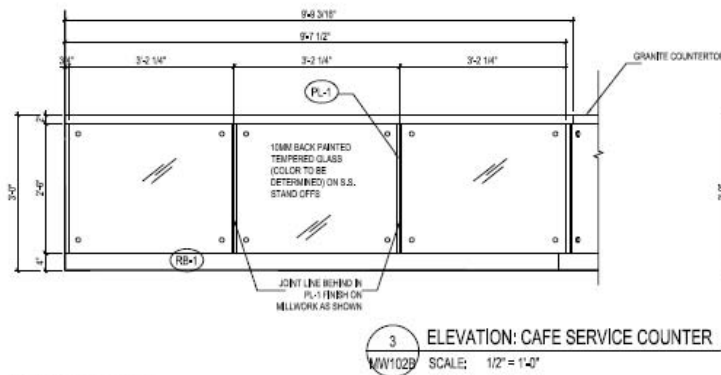
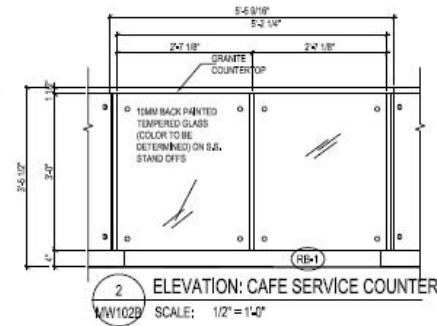
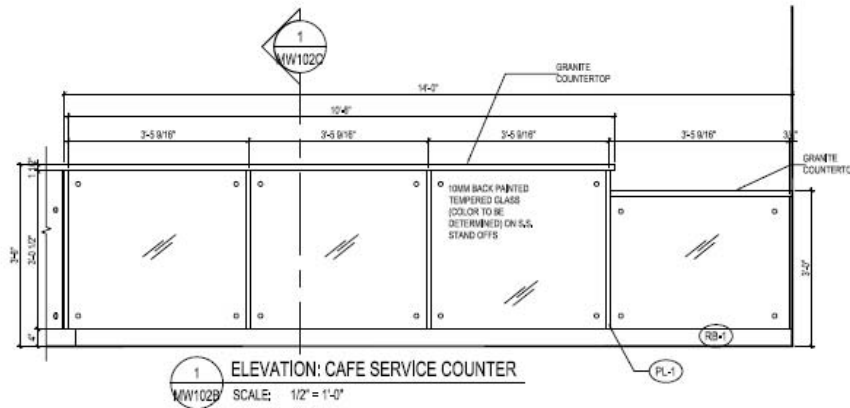
DATE: 07.07.09 SCALE: 1/2" = 1'-0"

DRAWN: JZ CHECKED:

DRAWING NO. MW102A REVISION 3

SUPPLEMENT ALL PRINTS BEARING PREVIOUS REVISION NUMBERS

Appendix C – Café Millwork Plan



MW102B 3
DRAWING NO. REVISION



Stantec Architecture Ltd.
1100 - 1111 Dunsmeith Street
Vancouver BC Canada
V6B 6A3
604.696.8000
604.696.8100

Stantec

Copyright Reserved

The Copyright in this drawing and its contents is reserved, and remains at all times the exclusive property of Stantec, and shall not be used, modified, or reproduced without the expressed written consent of Stantec.

Dimensions

The Contractor shall verify all dimensions, and immediately report any errors and/or omissions to Stantec. DO NOT SCALE DRAWINGS.

In Collaboration with



3	ISSUED FOR SET # 102	RW	08.06.01
2	ISSUED FOR SET # 106	RW	08.12.03
	ISSUED FOR CONSTRUCTION	DH	07.11.02
	ISSUED FOR BUILDING PERMIT	DH	07.11.02
1	ISSUED FOR IFC REVIEW	JZ	07.10.17
	ISSUED FOR BP APPLICATION	JZ	07.10.01
	ISSUED FOR ADDENDUM # 03	JZ	07.07.12

REV	DESCRIPTION	BY	DATE
-----	-------------	----	------

PROJECT
**DOWNTOWN YMCA
& RESIDENTIAL
DEVELOPMENT**

PROJECT NO. 14235110

DRAWING TITLE

**MILLWORK
CAFE SERVICE COUNTER
ELEVATIONS**

DATE: 07.07.09 SCALE: 1/2" = 1'-0"

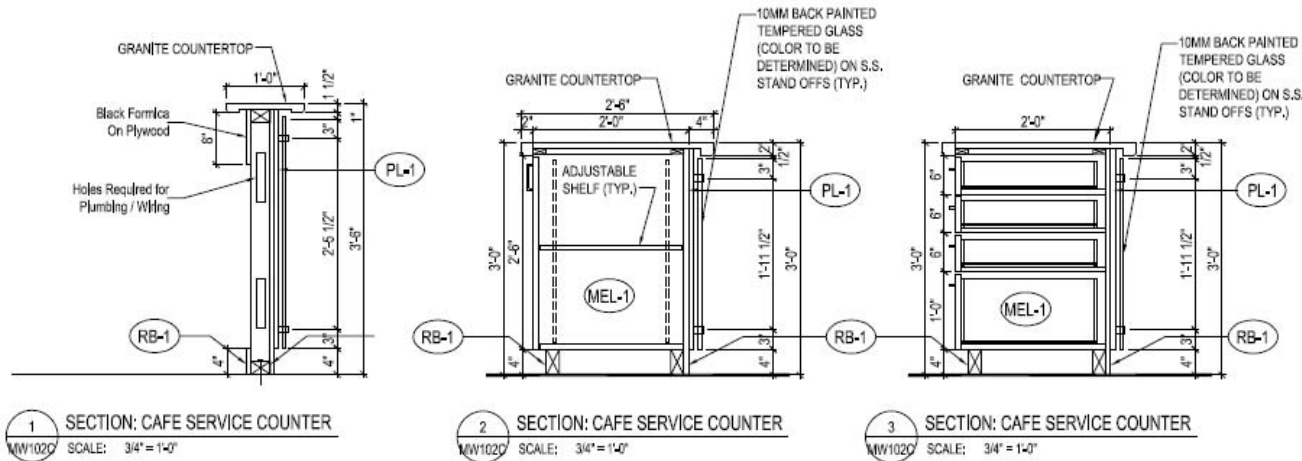
DRAWN: JZ CHECKED:

DRAWING NO. REVISION

MW102B 3

SUPersedes ALL PREVIOUS EDITIONS UNLESS SPECIFIED OTHERWISE

Appendix C – Café Millwork Plan



1 SECTION: CAFE SERVICE COUNTER
MW102C SCALE: 3/4" = 1'-0"

2 SECTION: CAFE SERVICE COUNTER
MW102C SCALE: 3/4" = 1'-0"

3 SECTION: CAFE SERVICE COUNTER
MW102C SCALE: 3/4" = 1'-0"

NOTE:
PL-1 FINISH ON ALL EXPOSED
SURFACE UNLESS NOTED
OTHERWISE

MW102C

DRAWING NO. REVISION



Stantec Architecture Ltd.
1100 - 111 Dunsmit Street
Vancouver BC Canada
V6B 6A3
604.696.8000
604.696.8100

Stantec

Copyright Reserved

The Copyright to this drawing and its contents is reserved and remains at all times the exclusive property of Stantec, and shall not be used, modified, or reproduced without the expressed written consent of Stantec.

Dimensions

The Contractor shall verify all dimensions, and immediately report any errors and/or omissions to Stantec. DO NOT SCALE DRAWINGS.

In Collaboration with



REV	DESCRIPTION	BY	DATE
1	ISSUED FOR SJ # 192	RW	09/06/11
	ISSUED FOR CONSTRUCTION	DH	07.11.12
	ISSUED FOR BUILDING PERMIT	DH	07.11.12
	ISSUED FOR IFC REVIEW	JZ	07.10.12
	ISSUED FOR SP APPLICATION	JZ	07.10.11
	ISSUED FOR ADDENDUM # 03	JZ	07.07.12

PROJECT

**DOWNTOWN YMCA
& RESIDENTIAL
DEVELOPMENT**

PROJECT NO. 14330110

DRAWING TITLE

**MILLWORK
CAFE SERVICE COUNTER
SECTIONS**

DATE 07.07.09 SCALE 3/4" = 1'-0"

DRAWN JZ CHECKED

DRAWING NO. REVISION

MW102C

SUPPLEMENT ALL PRINTS DRAWING PREVIOUS EDITION NUMBER