



Questions & Answers

Greenway Food Vending RFP 2020

Question: Do I need to have a physical truck up and running to apply?

Answer: No, if you are just starting up and do not currently have a truck, cart, or trailer you can still apply. However, you will need to have as much detail as possible included in your RFP about the concept, operations, and potential vehicle. In order to be accepted into the program and start vending in April 2020 you will need to have all City of Boston permits, insurance, and licensing for your new food vehicle.

Question: Can I vend out of a tent or does it need to be in a food truck or other mobile?

Answer: While you may apply, we encourage self-propelled and self-contained vehicles, such as trucks, trikes, and bikes due to their easy load-in/-out. Aesthetics of food vending are also critical in a park, particularly one as visible as The Greenway, therefore, the Conservancy expects vendors to utilize equipment of a premium quality and design, and with a look that is consistent with the location.

There are other opportunities available for vending in a tent on The Greenway, including:

- **Boston Public Market, Farmer's Market:** Hosted by our partners at BPM, Dewey Square features a farmer's market on Tuesdays and Thursdays from Spring-Fall each year. Interested vendors may apply directly through their [website](#).
- **Greenway Open Market:** New England Open Markets hosts this weekend market featuring food and one-of-a-kind wares. The market runs every Saturday and the 1st and 3rd Sunday of the month, May through October, along the Wharf District Parks on

The Greenway. You can apply to be a vendor through their application [here](#) and select the dates you may be interested in.

Question: What criteria do you look at? How does the bid process work?

Answer: RFP responses meeting minimum standards will be evaluated for each proposed vending location along four criteria: fit of food vending concept, fit of operations with Greenway Conservancy goals and standards, ability to deliver the indicated service, and the financial offer. The bid process is described in Question 1: Financial Proposal. Respondents can indicate what locations they would like to vend at and propose their daily location fee that must meet the minimum daily fee requirement.

Question: Is there a minimum number of years of food service experience you require for vending on The Greenway?

Answer: No, we do not have a minimum years of food service experience requirement. One of the criteria for selection is the ability to deliver the indicated service.

Question: Can you provide average counts for each location so we know what we are bidding on?

Answer: Average counts vary along The Greenway and are strongly dependent on the food truck, location, season, weather, and type of food offerings. Below are **estimated** average customer counts per day at each location over the past 12 months (October 2018 to September 2019)*:

The Carousel - 110

State Street - 50

Rings Fountain/Milk Street - 90

High Street/Rowes Wharf Plaza - 130

Trillium Garden - 120

Congress Street - 100

Dewey Square Plaza - 170

Breakfast at Dewey Square Plaza - 100

** These are estimates and not a guaranteed number of sales per vendor as not all food trucks vend into the winter months. The State Street location is a relatively new location and will require some time to grow.*

Question: If I apply for the short season at Dewey Square, can I apply to stay longer?

Answer: Of course! We like to provide opportunities for newer trucks to vend during the short season, but that doesn't mean you can't bid to stay longer. If Dewey Square is the spot you'd like to be in, please bid to stay for the short season and then regular season.

Question: Are you open to other spots and dinner opportunities, eg. Chin Park?

Answer: Yes! We are always open to suggestions for new vending opportunities and looking for committed partners to pilot new locations. You can propose new vending opportunities and location ideas within Question 5: Food Vending Concept & Menu.

Question: How flexible is the scheduling and vending season? Is it more favorable if we can vend 5 days versus only 1 day on The Greenway? What if none of the days I apply for are available?

Answer: We look for a variety of vending schedules to fill-out our program. In Section D: Vending Locations and Term, you can review the locations available and their respective seasons. Our interest in asking for your availability and interest helps us create the final schedule. In trying to offer a variety of cuisines to park patrons on a daily basis, we very rarely schedule a truck to vend 5 days a week. Please be sure to note any days of the week you know you are not available and any flexibility you have.

Question: Is this food truck program a part of the City of Boston lottery?

Answer: The Greenway Food Vending Program is not a part of the City of Boston food truck lottery, although we do follow all City of Boston permitting rules and regulations.

Question: Does the Conservancy require a GPS tracking system?

Answer: The Conservancy follows all City of Boston permitting rules and regulations. We do not specifically require a GPS system unless it is City mandated.

Question: Why do we need drip pans? What types of spills do you see?

Answer: Drip pans are to be placed under parked vehicles' engine, transmission, and any other mechanical equipment that could leak any type of fluid, including water, to protect our hardscapes. Spills and stains can be very timely and costly to remove. The spills we most commonly see are leaks from the oil tank in the front of the truck or grease stains either dripping directly onto the ground or transferred to our pavement via the bottom of shoes from the truck floor.

Question: How do you handle absences if a food truck cannot make it to their spot on The Greenway?

Answer: During the normal vending season, we ask food trucks to notify us by email if they will not be present on The Greenway. Daily operations are expected to occur in rain, snow or shine, and missed days of vending due to inclement weather or situations such as mechanical problems, private events, or staffing issues are not guaranteed a refund of the per day License Fee. For special event vending, we ask for 7 days notice of cancellation before the event or we will charge the full fee as our partners rely on food trucks to support their events.

Question: How do you manage vending at special events and weekend vending, eg. the Greenway Open Market?

Answer: We fill Greenway special and weekend events with food vendors from our committed regular season to provide them with additional vending opportunities. If a truck is accepted into the Greenway program, we will send out monthly calls to fill spots at special and weekend events.

Question: What does the invoicing process look like? What forms of payment do you accept?

Answer: For the food vendors in our program, each month's location fee is invoiced through an online system and is due in advance, on the 15th of the month. Payment can be made by check or by online e-payment.