



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

*Thomas F. Cooke - Director of Administrative Services*

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Date of submission:** December 5, 2012

2. **Date of Board Meeting:** December 10, 2012

3. **Individual or Entity making the submission:**

Gerard G. Toner, Director of Culture, Parks and Recreation

4. **Action requested of the Board of Selectmen (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):**

*The Individual or Entity making the submission requests that the Board of Selectmen:*

Approve the recommendation of the Culture, Parks and Recreation Commission to enter into a contract with Emmanuel Giarenakis to operate the Simsbury Farms Course Restaurant for 2013 and 2014.

5. **Individual(s) responsible for submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):**

Gerard G. Toner, Director of Culture, Parks and Recreation  
860-408-4682  
gtoner@simsbury-ct.gov

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

A Request for Proposal for a concessionaire to operate the Simsbury Farms Golf Course Restaurant was advertised on October 14, 2012 with a response date of November 21, 2012.

Emmanuel Giarenakis submitted a proposal to pay the Town of Simsbury a total of \$48,000 to operate the restaurant for 2013 and 2014, as well as 2.5% of gross sales over \$500,000 per year. His proposal also included the required bid bond.

The \$24,000 annual rent payment would be an increase over the payment from the last concessionaire who last paid \$1,800 per month for 7-8 months, plus 2% of gross sales over \$300,000. That commission was paid to the town in 2010 and 2011, but not in 2012. The revised license agreement requires the concessionaire now be responsible for the cost of trash and recycling removal, twice annual maintenance of the exhaust hood, reasonable maintenance of all kitchen equipment, and any required pest control. The concessionaire will also be required to share in the cleaning of the bathrooms.

Mr. Giarenakis has been in the restaurant business for over 30 years and currently is the manager of Simsbury Pizza and Family Restaurant. He has also operated the snack bar at Rockledge Golf Course in West Hartford.

A sub-committee of the Culture, Parks and Recreation Commission interviewed Mr. Giarenakis and recommended approval of his proposal. During the meeting the committee was impressed with Mr. Giarenakis' past experience, his emphasis on customer service, and his willingness to operate the restaurant for a longer period during the year. The Commission unanimously endorsed that recommendation at a Special Meeting on November 29 and requested that the Board of Selectmen give their approval and enter into a contract with Mr. Giarenakis.

A draft of the two year contract is currently being reviewed by the Town Attorney.

7. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

*The following documents are included with this submission and attached hereto:*

Proposal submitted by Emmanuel Giarenakis, dated November 19, 2012.



**TOWN OF SIMSBURY  
BIDDER'S PROPOSAL  
SIMSBURY FARMS GOLF COURSE  
FOOD AND BEVERAGE CONCESSION**

Date: 11/19/12

To: Gerard G. Toner  
Director of Culture, Parks and Recreation  
Town of Simsbury  
933 Hopmeadow Street  
Simsbury, CT 06070

1. Proposal of EMMANUEL N. GIARENAKIS  
(hereinafter called BIDDER) organized and existing under the laws of the State of  
CONNECTICUT, doing business as \_\_\_\_\_

In compliance with your Invitation to Bid, BIDDER hereby proposes to operate the GOLF COURSE FOOD AND BEVERAGE CONCESSION and to pay the TOWN OF SIMSBURY the following fees:

**ITEM 1: GOLF COURSE CONCESSION**

Season	Fee	Utility Cost
2013	\$16,000.00	8,000.00
2014	\$16,000.00	8,000.00
Total	\$32,000.00	16,000.00

\* PLUS 2.5% OF GROSS SALES OVER  
\$500,000.00 PER YEAR.

2. The undersigned BIDDER does hereby declare and stipulate that this proposal is made in good faith, without collusion or connection with any other person or persons bidding for the same work; that no person or persons other than those named herein are interested in this proposal or in the contract proposed to be taken; that no person acting for or employed by the Town of Simsbury is directly interested therein, or in the supplies or works to which it relates, or in any portion of the profits thereof contrary to the ordinances of said Town and laws of the State of Connecticut; that it is made in pursuance of and subject to all terms and conditions of the Notice and Instructions to Bidders, the Detailed Specification, and the Plans pertaining to the work to be done, all of which have been examined by the undersigned; that the site of the work has been examined; that it is understood that the Town, its agents and employees are not to be in any manner held responsible for the accuracy of, or bound by any estimates, subsurface information or plan of borings relative to the work and appearing on plans or in the foregoing notice; and that all such estimates, etc., are to be considered solely for the purpose of filling out and comparing the several proposals.
3. The undersigned further agrees, in case of a corporation or fictitious trade name, that an acceptable certificate will be filed showing the proper officer or person authorized to sign said contract.
4. The Undersigned agrees to furnish satisfactory bonds and insurance, and to execute within ten (10) days after notice of the award, a formal contract with the Town of Simsbury, for the fulfillment of this proposal,

**TOWN OF SIMSBURY  
SIMSBURY FARMS FOOD AND BEVERAGE CONCESSIONS  
STATEMENT OF QUALIFICATIONS**

This statement shall be submitted along with the proposal to assist in the evaluation process. The proposer may submit additional information if it would be of assistance.

Name of Proposer EMMANUEL N. GIARENAKIS

Permanent Office Address 87 LYMAN ROAD, WEST HARTFORD, CT 06117

Year Established \_\_\_\_\_

If a Corporation, where incorporated \_\_\_\_\_

Personnel: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List the names and addresses of previous food leasing operations which you were or are responsible for, listing beginning and ending dates, and references:

ROCKLEDGE GOLF COURSE SNACK SHOP  
2004-PRESENT  
ANGELO CHIRICO

List all other pertinent information, including financial background, indicating the ability of the organization and its management personnel to operate a successful, high quality facility on the premises:

PRIOR EXPERIENCE 31 YEARS IN RESTAURANT OPERATION  
THROUGHOUT CENTRAL CONNECTICUT

List proposed sale items and prices or attach a proposed menu.

ITEM	QUANTITY/ SIZE	PRICE
ITALIAN AMERICAN CUISINE		
BREAKFAST & DAILY SPECIALS		

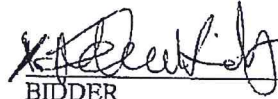
Other proposed services:  
\_\_\_\_\_  
\_\_\_\_\_

and it is agreed that in case of failure on the part of the undersigned to do so, the certified check or bid bond deposit herewith shall be forfeited to the Town of Simsbury as liquidated damages for such failure.

Enclosed herewith find a Certified Check, or Bid Bond, in the amount of the proposal, ONE THOUSAND SIX HUNDRED Dollars (\$ 1,600.00) made payable to the Town of Simsbury as a proposal guarantee which it is understood will be forfeited in the event the Form of Contract is not executed, if awarded to the undersigned.

5. The undersigned BIDDER agrees to abide by the requirements of EXECUTIVE ORDER NO. 11246, as amended.
6. All various phases of work enumerated in the Detailed Specifications with their individual jobs and overhead, whether specifically mentioned, included by implication or appurtenant thereto, are to be performed by the BIDDER under one of the items listed in the Bid Schedule, irrespective of whether it is named in said list.

SEAL (if a corporation)

  
BIDDER

By \_\_\_\_\_

Title: \_\_\_\_\_

Business Address: 87 Lyman Rd.  
W. Hartford CT 06117

Telephone: 860 869 0478  
8-9556


If a partnership, the Partners are:

Full Name	Address

If a Corporation, the Officers are:

Full Name	Address

I/ We ( ) have  have not (check one) previously performed work subject to the President's Executive Order Number 11246 or any preceding Executive Order.

Signed:   
\_\_\_\_\_