

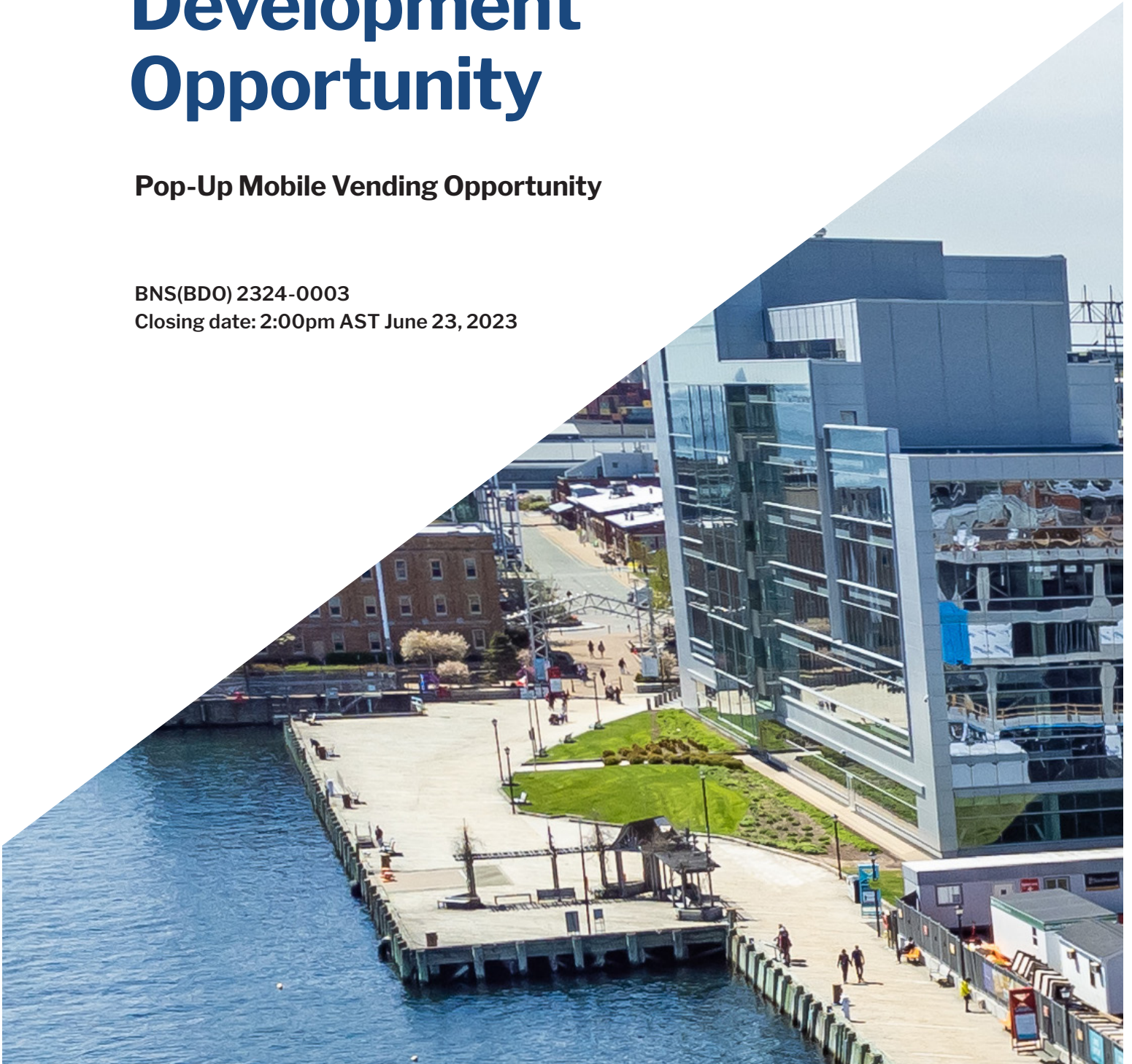


# Business Development Opportunity

**Pop-Up Mobile Vending Opportunity**

**BNS(BDO) 2324-0003**

**Closing date: 2:00pm AST June 23, 2023**



## The Opportunity

Build Nova Scotia is seeking several local mobile operators to “Pop-Up” their vending carts at Tall Ships Quay, located next to the busy Halifax Port Authority cruise ship port. A record-breaking cruise ship season is expected in Halifax this season, with more than 190 ships carrying over 325,000 passengers. Tall Ships Quay is the first impression of the Halifax waterfront that cruise ships passengers see, and we are looking for a curated group of food and beverage kiosks to welcome them.

The purpose of the Pop-Up Mobile Vending Opportunity is to:

- allow local operators the opportunity to use Build Nova Scotia-managed property to create business opportunities;
- increase offerings available for all those visiting the Halifax waterfront;
- enhance the experience that our visitors have during their adventure here at the water’s edge.







## About Build Nova Scotia

One of the key components of Build Nova Scotia is to develop and oversee opportunities that unlock sustainable, inclusive, and diverse economic growth through the transformation of

our province's lands and properties. An essential element of this work is providing new and renewed infrastructure that keeps Nova Scotians healthy, connected, and thriving no matter where they live.

Through our continued stewardship of the Halifax waterfront, we provide a platform for small businesses to start, grow, and thrive by providing partnership, support, and flexible opportunities for growth.

Learn more about what we do and how we do it at [buildns.ca](https://buildns.ca).

## Background

Tall Ships Quay is a public space at the water's edge that is managed by Build Nova Scotia. This space is the first impression cruise ship passengers have of the Halifax waterfront. During the summer months the space is used for community programming that includes free dance classes, yoga, and One Port City Day.

## Detailed Description of the Opportunity

This opportunity is unique from others on the Halifax waterfront—allowing local mobile operators to pop-up and vend at one of four (1 of 4) vending spots located at Tall Ships Quay.

Mobile operators must run a self-contained unit that does not require power or water at the vending site. Please note that mobile vending units that require use of a generator are not permitted. Food trucks as well as popped up tables and tents are also not permitted. This opportunity is specifically meant for small-service vehicles or bicycle wagons selling food, non-alcoholic beverages, and or retail items.



## GUIDING PRINCIPAL

**Build Nova Scotia's stewardship of the Halifax waterfront is committed to providing platforms for local business to thrive and actively contribute to building community.**

Approved vendors will be provided a marker that will need to be clearly displayed while selling. Vendors are not permitted to park in place overnight or between the hours of 11pm–6am. Operators must be actively vending to be in a spot, if you sell out of product, please kindly move your vehicle. Vendors found not following Pop-Cart guidelines, such as selling outside designated spaces, will be advised and if they continue to disregard program guidelines will have their licence revoked without fee refund.

The term of the license agreement for these opportunities is from **July 1-October 31, 2023**. This is not exclusively a weekend opportunity—operators are welcome to be open for business daily.

Through the application process detailed below, operators can qualify to vend within the Pop-Up Mobile Food Vending Opportunity.

There will be a base license fee of \$250/month to vend at Tall Ships Quay. Operators will be required to sign a license agreement.





## Proposals

Potential operators are to submit a proposal no more than 5 pages in length (cover page and table of contents do not count toward page count). Proposals will be evaluated on the following criteria.

**Strategic Alignment (30% of overall score)** – The operators Build Nova Scotia will partner with will understand what is important to Build Nova Scotia on the Halifax waterfront. Proposals should address how the operator’s values and goals align with ours. Operators should detail how their business encourages the use of, and or sale of Nova Scotian ingredients sourced from local providers or businesses. Operations must complement other business offerings on the Halifax waterfront. The proposed operation should offer a unique product and/or service to the waterfront, featuring a range of price points and ensuring an accessible experience for all visitors.


**Business Concept (30% of overall score)** - Proposals must define their operation for this opportunity, how they propose to do it, hours of operation, and how the concept further enhances the current business offerings on the Halifax waterfront.

A detailed description of the service vehicle including measurements and how the vehicle is operated must be included.

Potential operators must also provide a list of items available along with estimated price points. Being affordable to all that visit the waterfront is important.

**Business Experience (25% of overall score)** – Potential operators are to describe the business experience and expertise of the proposed management team that is relevant to and will be directly involved in the proposed operation.

Potential operators should include a description of their operational capacity and capability to proceed with the proposed operation, including but not limited to existing staff, infrastructure, and other resources available to the potential operators.



**Added Value (15% of overall score)** – What unique value would you bring to the Halifax waterfront that would elevate this initiative?

This could include, but is not limited to:

- **Accessibility.** Potential operators should include a description of how their proposed operation will prevent and remove accessibility barriers for guests visiting their operation.
- **Sustainability.** Build Nova Scotia seeks to work with suppliers and businesses who have the knowledge and capacity to support and apply the principles of sustainability to their own operations. Potential operators should describe how their operations will be delivered in a sustainable manner (e.g. considering the waterfront Blue Flag certification, product packaging, greenhouse gas reduction, waste diversion and reduction, worker health and safety, and local economic development).
- **Social Responsibility.** Social responsibility comes in many forms. Both large and small businesses, regardless of industry, can make a big difference in their communities. Potential operators should explain how they make a social difference. This could include, but is not limited to, your respect and support of social and cultural diversity and your commitment to equity and inclusion, charitable partnerships, and community and volunteering.
- **Creativity & Innovation.** Potential operators should include the ways in which their operation is truly creative, innovative, and unique. This could include, but is not limited to use of space, menu diversity, innovative green technologies, and customer experience.



## Required Submission Documents

Your proposal must include the following to be eligible for this opportunity:

- Provide a copy of a valid [Health Permit](#)
- Photograph of the service vehicle or bicycle wagon
- Copy of safety inspection certificate
- Copy of vehicle registration permit (if required)
- Copy of applicant's driver's license
- Provide proof of insurance Proof of insurance for \$2,000,000 coverage and naming Build Nova Scotia as additionally insured
- A completed [Appendix B](#)

## Submissions

Proposals must be submitted electronically in one email to [bdo@buildns.ca](mailto:bdo@buildns.ca) by **2:00pm on June 23th 2023**. The subject line must read "Pop-Up Mobile Vending Application". Nothing more is required in the subject line. In advance of an operator being accepted, a Form of Agreement will need to be signed with Build Nova Scotia.

Proposals may be declined by Build Nova Scotia if the business does not fit within the operating specifications (detailed in the Description of Opportunity) of the opportunity,

such as requiring utilities that are not available on site, and or does not fit within Build Nova Scotia values and strategic alignment.

## Terms and Conditions

All Build Nova Scotia [BDO Terms and Conditions](#) apply to this guideline.

Questions related to this guideline should be directed to the Build Nova Scotia Business Development & Programming Manager at [courtney.ordway@buildns.ca](mailto:courtney.ordway@buildns.ca).