



Village to Village Connections
Request for Proposals
Danville Train Station Food Vendor Search
April 1, 2024

I. PURPOSE

The soon to be formed non-profit organization Village to Village Connections, Inc. (V2V) is seeking proposals to provide appropriate food options during the non-winter seasons to users on the Lamoille Valley Rail Trail stopping at the full-service trail head located at the newly renovated Danville Train Station. Food services could begin as early as late summer 2024.

BACKGROUND

Our purpose of V2V is to promote health, well-being, and social connections in the Danville community by implementing and managing the Danville [Village to Village Master Plan](#), the Danville Train Station restoration and repurposing project, integration of the Vermont Lamoille Valley Rail Trail (LVRT) project, and develop and promote plans to grow the recreation economy throughout Danville.

Under the Town of Danville and the Danville Train Station Committee, a feasibility report to identify potential business uses for the freight side of the train station was completed in the summer of 2023. This comprehensive report identified the top three uses for the space:

- Bike rentals
- Food vendor
- Gear shop

The report also concluded that **co-locating all three services under a collaborative management agreement** has worked well for other similar trail heads in the U.S. and would work well at the Train Station location. A bike rental business is already planning to occupy the space in 2024.

The Train Station is part of the St. Johnsbury to Joe's Pond segment of the LVRT. This section is predicted to have the most users (51,496 with baseline visitation) and the highest percentage of non-local users (35% compared to 25% for all other sections). With the most users and the highest percentage of non-local visitors, business in in the St. Johnsbury to Joe's Pond corridor, including the Danville Train Station, have a high potential for income from the LVRT.

The Train Station as a trail head will have parking, handicapped accessible bathrooms, water refill station, informational kiosks. The passenger side of the Train Station will house exhibit space maintained by the Danville Historical Society. With all these amenities, the Train Station will be a "must stop" for LVRT users.



SCOPE AND PURPOSE

V2V seeks information from interested and qualified organizations to potentially serve as a food vendor for the Train Station trail head. The Train Station cannot accommodate a full-service restaurant. Since LVRT users will be expecting quick, ready to eat options, a **grab and go** type service was identified as the most optimal by the feasibility report.

Grab and go refers to ready-to-eat, pre-packaged food items. The feasibility report listed many benefits of grab and go services including:

- Overall convenience
- Safe serving and quicker access to meals
- Healthy choices
- Less expensive
- Fresher than “fast food”
- More options
- Most people want healthy sandwiches and salads. Many also like having fruits and vegetables. Some are looking for sweets and indulging snacks. Beverages are also popular.

QUALIFICATIONS SOUGHT

- Ability to provide a variety of fresh food and beverage options most days of the week
- Available to start as soon as late summer 2024, and able to provide services May – October in future years
- Food packaged in a way appropriate for grab and go services
- A point-of-sale system to take orders and process payments
- In keeping with the spirit of local economy potential, Northeast Kingdom located businesses are preferred

II. RESPONSE PACKET. Please provide responses to the following prompts in your submission:

- a. General information about your organization (please limit your responses to one page):
 - i. Organization name
 - ii. Overview of your organization’s current services
 - iii. Contact information (including email, telephone, mailing address and primary contact person)

- b. Prompts (please limit your responses to three pages):
 - i. Describe your organization’s unique qualifications and capacity to serve as a grab and go food vendor
 - ii. Type of food and beverages you are able to provide
 - iii. Equipment you would need to store/display your items i.e. refrigeration



- iv. Space requirements
- v. Type of packaging (sustainable packaging is preferred)
- vi. Plan for taking orders and payments
- vii. How many days a week and hours of the day you are able to provide food
- viii. Preference of lease agreement option i.e. flat rental rate for space, percentage of revenue, other.
- ix. Please feel free to share brief description(s) other relevant information about your organization, capabilities, or team

III. **RESPONSE SUBMISSION PROCESS.** Our goal is to select an organization summer 2024.

Please submit your response packet and any questions to Laural Ruggles, lruggles1235@gmail.com no later than April 30, 2024.

To arrange a site visit to the Train Station prior submitting the RFP, also contact Laural Ruggles.