

MEMO TO: Fred McCarthy, Mayor
Langley City Council

FROM: Michael Davolio, AICP
Director of Community Planning

SUBJECT: Proposal for Mobile Food Truck

DATE: April 30, 2015

The City has received its first completed application to locate a mobile food truck on Second Street, at the location south of Thomas Hladkey Park. The proposal is from Joseph Wierzboski, who plans to operate "The Big Wierzboski" from 10 a.m. to 4 p.m., Thursdays through Sundays.

Mr. Wierzboski proposes to pay the City a total of \$1,000.00 for the use for the space, from May 22, 2015 through Labor Day weekend.

The proposal, including the menu, is attached for your information and review.

Staff has reviewed the proposal, and recommends that it be approved, subject to the following conditions:

1. **PAYMENT:** Mr. Wierzboski will pay the required \$100 fee, plus an initial payment of \$400, not later than May 20, 2015. The balance of \$600 shall be paid in monthly installments of \$200, due on the 15th of each month from June through August, 2015.
2. Mr. Wierzboski shall secure a City of Langley business license on or before May 20, 2015.
3. Mr. Wierzboski shall provide to the City evidence of all required permits and approvals from the Island County Health Department and the State of Washington Department of Labor and Industries before commencing operation of the food truck.
4. The food truck shall be removed from the site and shall not operate on July 11 and 12, 2015.
5. The design of the food truck shall be subject to the approval of the Department of Community Planning.



RECEIVED
APR 20 2015

BY: _____

P.O. Box 366
Langley, WA 98260
360.221.4246

City of Langley Request for Proposal Mobile Food Truck Vendors

Introduction:

The City of Langley is soliciting submissions from individuals or businesses interested in locating and operating a mobile food truck on one of two identified public spaces in downtown Langley. This solicitation is made pursuant to the provisions set forth in Ordinance #1009, adopted by the Langley City Council on February 2, 2015. THIS IS AN OPEN SUBMISSION PROCESS. APPLICATIONS WILL BE REVIEWED AND ACTED UPON ON A FIRST-COME, FIRST-SERVED BASIS.

Conditions:

1. The vendor shall have a current business license issued by the City of Langley, or shall indicate that he or she will obtain such license as a condition of approval.
2. Response to this proposal shall constitute the vendor's application for a Food Truck Permit from the City of Langley. The Food Truck Permit Application attached as Exhibit A shall be filled out and submitted with this proposal.
3. Any approval granted by the City shall be conditioned upon the vendor's successful procurement of all necessary approvals from the Island County Health Department and the State of Washington Department of Labor and Industries.
4. The vendor may indicate the preferred location from among the two locations approved by the Langley City Council, shown as locations 3 or 4 on the map attached as Exhibit B. If the vendor's preferred location is not available, the vendor will have the option of accepting the alternate location offered by the City, or of withdrawing the application.
5. As per the conditions set forth in Ordinance #1009, the right to operate is limited to the dates between May 22 and September 8, 2015, except that the vendor shall not operate on July 11 and 12, 2015.

Selection process:

1. The Mayor of the City of Langley, and/or his designee, shall review all proposals received.

2. Using the criteria set forth in this Request for Proposal, the Mayor shall make recommendation to the City Council with regard to the selection of approved vendors. The Mayor shall have the option to reject all proposals, and to make no recommendation to the Council.
3. The Mayor may elect to conduct interview of prospective food truck vendors prior to preparing his recommendation to the City Council.
4. The Langley City Council will have the final decision making authority on the selection of approved vendors, including the option to reject all proposals.

Selection Criteria:

1. (30% selection weight) The offering price for the temporary use of the public space.
2. (40% selection weight) Commitment to specific hours and days of operation.
3. (20% selection weight) The proposed menu and the nature of the food proposed to be served.
4. (10% selection weight) The status of the applicant's permit process in complying with County and State permit requirements.

Submittal Requirements:

1. All submittals shall be sent to the City of Langley, Attention: Michael Davolio, Director of Community Planning, P.O. Box 366, Langley, Washington, 98260 or hand-delivered to Langley City Hall, 112 Second Street, Langley. No digital or fax submissions will be accepted.
2. A completed Food Truck Permit application.
3. A schedule of hours and days of operation. The City's Food Truck Ordinance allows such businesses to operate only between Memorial Day weekend and Labor Day weekend.
4. An indication of the preferred space for the business, from the map included as Exhibit B.
5. A bid for the exclusive use of the preferred space.
6. A menu of the food items proposed to be served.
7. A \$100 fee will be required of any successful applicant. NO FEE IS REQUIRED TO BE SUBMITTED WITH THIS PROPOSAL.

Terms:

1. All proposals submitted shall become the property of the City of Langley, and are subject to review under the Freedom of Information Act.
2. The City of Langley shall reserve the right to reject any or all proposals submitted.

EXHIBIT A
CITY of LANGLEY
MOBILE FOOD TRUCK VENDOR'S LICENSE
APPLICATION

Name of Business The Big Wierzbowski

Do you currently hold a City of Langley Business License? Yes ___ No X

Applicant's Full Name Joseph Weston Wierzbowski

Street Address 963 Edgediff Dr. City Langley State Wa zip 98260

Mailing Address (if different) _____

Name(s) of Owner(s) or Officer(s) Joe Wierzbowski

Tax Identification # 47-3770241 UBI # 603-468-154

Check one: Corporation ___ Partnership ___ Sole Proprietor Association ___
Non-profit ___ (attach current IRS 501(c)(3) cert.) Other ___

Operating Location in Langley #4

I certify under penalty of perjury that the information contained in this application is correct to the best of my knowledge and belief.

Joe Wierzbewski
Signature

Joe Wierzbewski
Title

4-20-15
Date

Please include the following with this application:

Site plan, drawn to scale

Written permission from property owner

\$100 application fee

NOTE: Licenses are valid from Memorial Day Weekend through Labor Day weekend only.

CITY CLERK'S USE ONLY - DO NOT WRITE BELOW THIS LINE

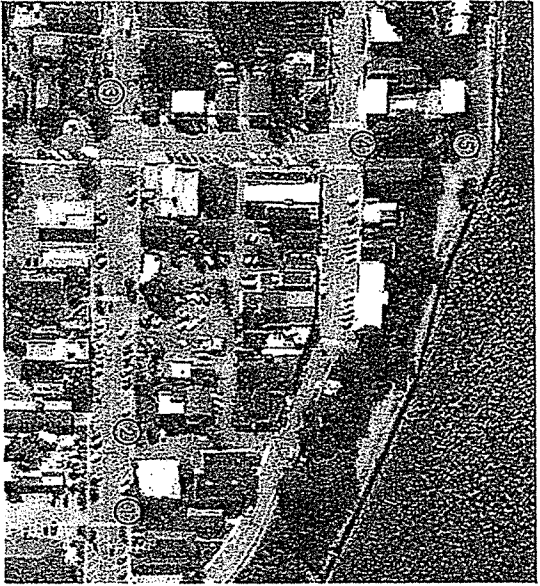
Date received _____ Rec'd by _____

Receipt # _____ Rec'd by _____

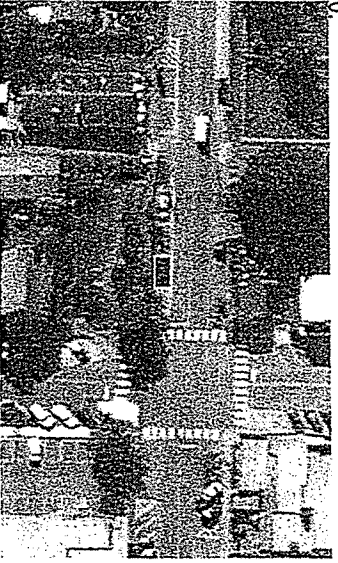
Reviewed by _____

EXHIBIT B: FOOD TRUCK LOCATION MAP

Potential Mobile Food Vending Zones/Sites

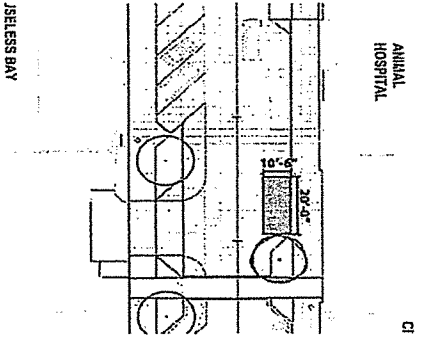


Site 3: 1 parking stall on Second Street, north of Langley Park, adjacent to electric car charging station. Approx. 10'-0" x 20'-0"

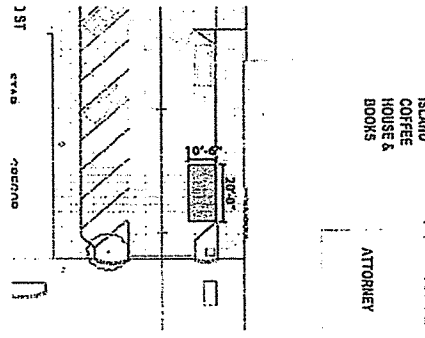


*Whole Bull
moo*

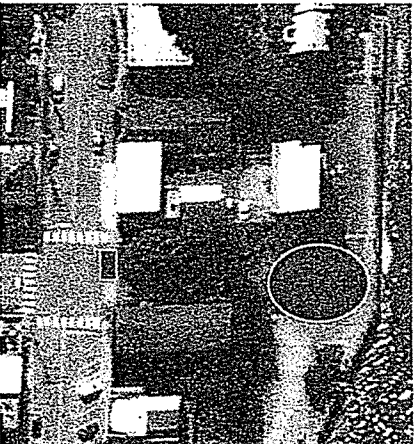
Site 2: 1 parking stall on Second Street, approx. 10'-0" x 20'-0"



Site 1: 1 parking stall on Second Street, approx. 10'-0" x 20'-0"



Site 5: Mobile food vehicle zone at Seawall Park landing. Space for 3-4 vehicles in cluster.



Site 4: 1 parking stall on Second Street, south of Thomas Hladkey Memorial Park. Approx. 10'-0" x 20'-0"

-The Big Wierzbowski-

Hours of Operation- 10am to 4pm Thursday through Sunday.

Price for Temporary Use- \$1,000 Broken up into monthly installments. (Negotiable)

-Joe Wierzbowski-

A creative entrepreneur originally from Rochester, NY. He moved his family in 2012 here for a better opportunity in life. Immediately upon arrival began working as the chef of Café Langley and is still currently employed there. Joe has brought fun and exciting special menu items to the Cafe, receiving a certificate of excellence from trip advisor and many five star reviews. Cooking experience in the past ranges from; wood fired pizza parlors, small time mom and pop restaurants, very popular and busy downtown bars, all the way to fine dining. Joe is eager to bring his knowledge and passion to serve delicious meals to the people of Whidbey Island.

-Mission Statement-

The Big Wierzbowski is a quick casual food truck that specializes in putting a new twist on classic favorites. The *Big W* will produce great and fast meals for the people of Whidbey Island. From quick lunches to delicious treats while enjoying Langley, the *Big W* is there to serve you. Chef/owner Joe Wierzbowski brings his many years of culinary experience to make quick, satisfying lunches for all taste buds. Everyday specials, along with fresh pastries changing regularly to add verity to the already exciting menu. Let the *Big W* work for you.

-Along with the Menu-

An assortment of sides will be available, changing weekly (coleslaw, mac salad, cornbread, potato salad, etc.). Also many homemade pastries will be available (cookies, brownies, fruit crustadas, muffins, scones, cakes, etc.). A separate menu of "food while you wait" adds a creative and whimsical addition to a lunchtime experience (deviled eggs, fried smelts, chicken drumstick, pickled vegetable, etc.). Enjoy!

MENU

THE BIG WIERZBOWSKI

Polish Kielbasa with stone ground mustard on a house made baguette with either sauerkraut apples and bacon, OR sautéed peppers and onions

TURKEY DRUMSTICK

Smoked then flash fried to perfection served with choice of BBQ sauce, garlic aioli or seasonal chutney.

COBB CHICKEN WRAP

Loaded chicken salad, wrapped in a tortilla with shredded lettuce.

PULLED PORK SANDWICH

Slow smoked pork slathered in BBQ with provolone and quick pickle on our house made bun.

FRIED SWINE

Five Piece Ten Piece

A hilarious take on the fish stick. Smoked pulled pork breaded and fried in the shape of a stick. Served with choice of BBQ, garlic aioli or seasonal chutney.

VEGGIE BURGER

Our own Lentil and Quinoa patty with lettuce, onion, provolone and seasonal chutney on our house made bun.

PORTABELLA SANDWICH

Balsamic marinated Portabella with Pesto and fresh Mozzarella on our house made bun.

FRIDAY FISH FRY

CLASSIC FISH AND CHIPS

Beer battered Haddock fillet over fresh coleslaw, french fries, served with tartar sauce.

FISH SANDWICH

Fried half Haddock fillet, beer battered on a bun with coleslaw and tartar sauce.