



Request for Food Truck Proposals

I - An Opportunity at Discovery Green

Discovery Green®, a vibrant 12-acre park in the heart of downtown Houston, invites proposals from exceptional food trucks to serve our community. Located across from the George R. Brown Convention Center and within walking distance of the Toyota Center and Daikin Park (formerly Minute Maid Park), Discovery Green is a premier destination, welcoming over 3 million visitors annually.

We are seeking food truck partners to provide services along the White Promenade, a centrally located, high-traffic area within the park. Selected trucks will supplement our two existing on-site restaurants, The Grove and The Grove Market & Provisions, adding to the diverse culinary landscape of Discovery Green. Please see Exhibit A for a park map.

II - Proposal Evaluation Criteria

The proposed fee will not be the sole determining factor in our selection. Discovery Green will award opportunities based on a "best value" model, considering a range of factors to create an outstanding visitor experience.

Evaluation criteria include:

- Operational history and professionalism of the operator.
- Menu, food quality, and uniqueness of the culinary concept.
- Overall guest experience and customer service approach.
- Positive impact on the park's atmosphere.
- Revenue potential and proposed financial terms.

Special consideration will be given to concessionaires that provide:

- A unique and memorable visitor experience.
- A menu that complements the park's offerings.
- A visually appealing and well-maintained food truck.

Our goal is to establish a consistent, reliable food truck presence, with alternating trucks. We are looking for partners who can commit to a day (or days) on a regular weekly schedule. *Discovery Green reserves the right to add other food trucks at its discretion.*

III - Proposal Deadline and Submission

All proposals must be received by Friday, September 19, 2025, at 12:00 PM (Noon) CDT.

Submission Methods:

- **Email (Preferred):** Please send proposals as a single PDF document to concessions@discoverygreen.com.
- **Hand Delivery:** Proposals may be delivered in a sealed envelope to our offices at 1500 McKinney St, Houston, TX 77010. The envelope must be clearly marked with the business name and address.

IV - Proposal Submission Requirements

A complete proposal must include the following six components:

1. Company & Operator Information

- Full name of all business owner(s).
- Business name, address, and EIN or Social Security Number.
- Contact phone number(s) and email addresses for all owners.
- Social media handles and website address.
- A resume and/or summary of professional experience for the owner(s).
- A minimum of three professional references (including names, businesses, and contact information).

2. Menu & Concept

- A detailed menu with proposed pricing. *Note: All items and pricing are subject to final approval by Discovery Green.*
- Photographs of your food truck and typical food presentation.

3. Operating Schedule & Preferences

- Please state your guaranteed days and hours of operation. Rank your preferred days from 1 (most desired) to 7 (least desired).
- You may also mark days as "Unavailable."
- *Example:*

Day of the Week	Preference	Proposed Hours
Monday	3	11:00 AM - 7:00 PM
Tuesday	2	10:00 AM - 3:00 PM
Wednesday	1	11:00 AM - 9:00 PM
Thursday	Unavailable	
Friday	4	7:00 AM - 3:00 PM
Saturday	5	11:00 AM - 10:00 PM
Sunday	6	10:00 PM - 6:00 PM

4. Discovery Green does not allow generators within the park. Power is available via 50-amp / California-style connection. Please provide pictures of your power connection to make sure it is compatible.

5. Financial Proposal

Discovery Green's fee is based on a monthly minimum guarantee or a percentage of gross sales, whichever is greater. The minimum acceptable terms are a \$400 monthly guarantee or 15% of gross sales, whichever is greater.

Please submit your proposal using the following format:

- Proposed Monthly Minimum Guarantee: \$_____
- Proposed Percentage of Gross Sales: _____%

Monthly payments are due on the fifth (5th) day of the following month and must be accompanied by a detailed sales report.

6. Required Documentation

- A copy of your current City of Houston Health Department permit.
- A Certificate of Insurance (or a letter from your agent confirming insurability) meeting the requirements outlined in Section V.

V – Terms and Conditions for Selected Partners

The selected food trucks will be required to adhere to the following terms for the duration of the agreement, which will run through the remainder of the 2025 calendar year.

1. **Permits & Compliance:** Obtain and maintain all necessary certificates and permits and abide by all applicable laws and ordinances.
2. **Insurance:** Maintain general liability insurance of at least \$1,000,000 per occurrence and \$2,000,000 aggregate. The policy must name Discovery Green, Houston Downtown Park Corporation, Houston First, and the City of Houston as additional insureds.
3. **Customer Service:** Provide first-class, friendly, and professional customer service to all park visitors.
4. **Utilities:** Discovery Green will furnish electricity. The concessionaire is responsible for all other utilities, including Wi-Fi or point-of-sale connectivity.
5. **Cleanliness:** Maintain a clean, orderly, and inviting operation, responsible for the area within a 20-foot radius of the truck.
6. **Repairs & Maintenance:** The food truck operator is solely responsible for all repairs and maintenance of their vehicle and equipment.
7. **Records & Audits:** Maintain accurate financial records and make them available for audit upon request by Discovery Green. Monthly statements of gross receipts must be submitted in the format provided by Discovery Green by the 5th day of the following month.
8. **Inspections:** Discovery Green reserves the right to conduct inspections of the food truck and operations at any time.
9. **No Sublease:** The operator shall not have the authority to sublease the location or operating rights.

Site Visits

If you would like to schedule a time to visit the proposed location, please email concessions@discoverygreen.com.



DISCOVERYGREEN®

Exhibit A

Map of Discovery Green

