



REQUEST FOR PROPOSAL
FOR
RFP #26-11
550 1ST AVENUE LEASE OPPORTUNITY

Issue Date: May 18, 2026

Pre-Proposal Question Deadline: June 10, 2026 @ 5:00 PM

Proposal Deadline: June 17, 2026 @ 2:00 PM

Proposal Delivery Location: City Clerk's Office
800 Cushman Street
Fairbanks, Alaska 99701

Purchasing Contact: Christina Rowlett, Purchasing Agent
Phone: 907.459.6779

Preferred Method of Contact
Email: purchasing@fairbanks.gov

ALL TIMES LISTED ARE IN ALASKA DAYLIGHT TIME.

This is not an order. The attached terms and conditions shall become part of the contract resulting from this Request for Proposal. Proposals shall be submitted in the indicated format. Original signatures must be submitted on the form provided herein.

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Announcement Request for Proposal

The City of Fairbanks is requesting proposals from firms qualified and interested in providing:

550 1ST AVENUE LEASE OPPORTUNITY

RFP #26-11

DESCRIPTION: The City of Fairbanks is seeking proposals from qualified individuals, businesses, organizations, and development partners interested in leasing and activating the property located at 550 1st Avenue, Fairbanks, Alaska, formerly known as the Yukon Quest Cabin.

PROPOSAL DOCUMENTS: A copy of this RFP can be obtained on the City of Fairbanks website at <https://www.fairbanks.gov/finance/invitations-to-bid>. It is the Proposer's sole responsibility to check this website for additional information and / or addendums. Any RFP may also be requested by contacting the Purchasing Agent listed in this document. If you have any questions, call the Purchasing Agent listed in this document.

Sealed proposals are due **PRIOR** to the deadline of **June 17, 2026, 2:00 PM**. Sealed proposals must be delivered to the City of Fairbanks, City Clerk's Office, located at 800 Cushman Street, Fairbanks, Alaska 99701. Late proposals will not be accepted – **NO EXCEPTIONS**. It is the Proposer's responsibility to confirm the proposal documents are received.

PUBLISHED: Fairbanks Daily News Miner on May 17, 2026

Section 1 – Instructions

1. **Communications:** The only communication concerning modifications, clarifications, questions, amendments, and addendums will be processed through the Purchasing Agent listed on the cover page. No contact with any other agents of the City is permitted and will be grounds for disqualification. Any exceptions to this will be clarified in this document.
2. **Pre-Proposal Questions and Information:** If an Offeror finds a discrepancy, error, or omission in this document they are instructed to contact the Purchasing Agent, listed on the cover page, who will send written clarification to all prospective offerors and will post the clarification on the City of Fairbanks' website. All questions must be submitted to the Purchasing Agent in writing via e-mail: purchasing@fairbanks.gov or by mail: City of Fairbanks – Purchasing, 800 Cushman Street, Fairbanks, AK 99701, by the deadline listed on the cover page of this document. All answers will be issued in writing.
3. **Modifications:** Clarifications, questions, amendments, and addendums may be made to this document by the City at any time prior to the proposal submittal deadline. It is the Offeror's sole responsibility to check the City website for these updates and or addendums.
4. **Proposal Submission:** All required documents must be submitted by mail, express service, or hand delivered, in a sealed envelope, box, or package and clearly marked with the RFP title, RFP number, submittal date and time, and the Offeror's company name, address, phone number, and contact name.

All required documents must be delivered to the City Clerk's office at 800 Cushman Street, Fairbanks, Alaska 99701 prior to the deadline listed on the cover page of this document. This responsibility rests entirely on the Offerors. Proposals can be accepted by the Clerk's office Monday – Friday between 8:00am – 5:00pm (AKDT), except for City Holidays, which are listed on the City of Fairbanks website. The Clerk's time stamp is the official time stamp of receipt.

- a. The accepting and opening of a proposal document does not constitute the City's acceptance of the Offeror as a responsive and responsible Offeror. By accepting and opening a proposal, the City only presumes the Offeror is familiar with the proposal documents and agrees and understands all requirements in this document.
- b. All prices and notations must be typed or written in ink. Pencil markings will not be accepted. Any mistakes must be crossed out and initialed by the person signing the proposal.
- c. Proposals will not be accepted via facsimile or email.
- d. All costs associated with preparation and presentation of this proposal are the Offerors' responsibility. No pre-proposal costs will be reimbursed to any Offeror. All documentation submitted to the City will become property of the City.

5. **Public Records, Proprietary Information:** Information included in proposals submitted to the City is subject to public records requests after award. If any information is proprietary, it must be clearly marked PROPRIETARY by the Offeror. Unless otherwise required by law, the proprietary information will be solely for City use.
6. **Exceptions:** Any exception must be clearly defined and reference the proper section(s) of this document. The exception must include the Offeror's substitution language and explanation as to the reason why this would provide an equivalent or better benefit for the City. If no exceptions are identified in this manner in the proposal submitted, the City will understand that to mean the Offeror can perform according to the terms described in this document without exception.
7. **Duplicate Proposals:** The City will only accept one proposal per Offeror, including its subsidiaries, affiliated companies, organizations, or franchises. If multiple proposals are received from the same Offeror, all proposals from the Offeror will be rejected.
8. **Withdrawal or Corrections:** Proposals may be withdrawn by written notice prior to the submittal deadline. Corrections may be made to proposals submitted if prior to the submittal deadline.
9. **Rejection:** The City reserves the right to reject any or all proposals and to waive any minor informalities or irregularities in proposals received if it is determined by the Purchasing Agent that it is in the City's best interest to do so. If any Offeror fails to provide any requested information in the consideration stage of the evaluation process, its proposal will be deemed non-responsive and rejected without any further evaluation. The City may reject any proposals from any Offeror which is in arrears or in default to the City on any contract, debt, or other obligation. The City may reject a proposal if the Offeror has been debarred per Fairbanks General Code Sec. 54-297 or has violated any other section of the Fairbanks General Code. The City may reject a proposal if the Offeror has been debarred by the State of Alaska or any Federal agency. The City has the right to reject all non-conforming or non-responsive proposals.
10. **Non-Discrimination:** The City will not contract with any persons or entities that discriminate against employees or applicants for any reasons other than those reasons which are related to job performance and legally justifiable. Prospective Offerors will comply with all Federal, State, and local laws and policies that prohibit discrimination in the workplace. The City does not discriminate because of race, religion, color, national origin, ancestry, sex, sexual orientation, age, marital status, change in marital status, pregnancy, parenthood, physical or mental disabilities, genetic information, or political affiliation.
11. **Proposal Signatures:** An authorized official must sign all proposal documents for the Offeror. This signature will represent the Offeror's ability to commit to the requirements in this document.
12. **Disqualification of Offerors:** Any one or more of the following reasons may cause proposals to be rejected:
 - a. Communication with any employees or agents of the City during the RFP process, excluding those specifically listed in this document.

- b. Evidence of collusion or other anticompetitive practices among Offerors.
- c. Lack of competency as revealed by financial, experience, or equipment statements.
- d. Lack of responsibility as shown by past work with the City.
- e. Uncompleted work under other current contracts which, in the judgment of the City, may prevent the prompt completion of additional work outlined in this document.

13. **Discussions:** Discussion with Offerors may commence after opening of all proposals to further clarify and or ensure full understanding of solicitation requirements.

14. **Disclosure of Contents:** All information in this document will be held in confidence and not discussed with other offerors until award. All proposals and information contained therein, excluding proprietary information, become property of the City upon opening.

Section 2 – Specifications

1. **General Information:** The City of Fairbanks is seeking proposals from qualified individuals, businesses, organizations, and development partners interested in leasing and activating the property located at 550 1st Avenue, Fairbanks, Alaska, formerly known as the Yukon Quest Cabin. The general intent of this solicitation is to establish a long-term tenancy that contributes positively to the continued activation, vibrancy, and economic vitality of downtown Fairbanks.

The City welcomes creative and diverse proposals from a range of potential tenants, including but not limited to retail, restaurant, café, tourism-related, arts and culture, community-oriented, professional service, mixed-use, and other compatible commercial or public-serving uses.

The building includes a main floor and basement area as generally depicted in the attached conceptual floor plans.

2. **Property Description:**

- a. The lease will include a small amount of land immediately surrounding the structure and more specifically described as:

Lots 1 and 2 of Block 4, Fairbanks Townsite, from the Portland Loo and western edge of the colored concrete used at Golden Heart Plaza to the lot line by the Cushman Street Bridge.

Maintenance of the Portland Loo (public restroom) is not part of this Agreement.

The attached image depicting lot lines is for general informational purposes only and should not be relied upon for exact specifications.

- b. The property is located at 550 1st Avenue in downtown Fairbanks and consists of an existing multi-level commercial structure. The structure will be made available in general working order at the commencement of the lease term; however, the City does not guarantee that the structure will be delivered in remodeled, modernized, or tenant-ready condition.

The structure generally includes:

- A large open main floor;
- Multiple office or support rooms;
- Basement-level storage and support areas;
- Restroom facilities;
- Interior stair access between floors; and

- Mechanical and utility service areas.

Based on conceptual floor layouts, the building footprint is approximately fifty feet by thirty-seven feet, excluding exterior wall thicknesses and certain utility/mechanical areas. The main floor contains a large open area suitable for customer-facing operations, retail activity, public assembly, or flexible adaptive reuse concepts. The basement level includes storage rooms, conference/work areas, office space, restroom facilities, and mechanical/service areas. The City will retain access to certain basement utility and mechanical areas supporting Golden Heart Plaza operations throughout the term of the lease.

The attached floor plans are hand-drawn conceptual layouts provided for informational purposes only and are not guaranteed to represent exact dimensions, square footage, existing conditions, or code compliance. Proposers are responsible for conducting their own due diligence regarding the property, suitability of the space, utility availability, occupancy limitations, code compliance requirements, and intended use.

Proposers are strongly encouraged to inspect the property and become familiar with existing site conditions prior to submitting a proposal.

- 3. Building Modifications:** The City recognizes that prospective tenants may desire to improve or customize the property to support their proposed operations. Subject to prior written approval by the City, the selected tenant may remodel, renovate, improve, or otherwise modify portions of the building during the lease term.

Any proposed remodeling or improvements must:

- Be submitted to the City for review and approval prior to commencement of work;
- Comply with all applicable federal, state, and local laws, codes, permits, and regulations;
- Be performed at the tenant's sole expense unless otherwise negotiated;
- Be completed in a professional and expeditious manner; and
- Not adversely affect the structural integrity or public safety of the property.

- 4. Desired Objectives:** The City desires active, publicly accessible use with regular operating hours that contribute to downtown vitality year-round. Proposers should identify anticipated hours of operation, including planned seasonal adjustments. Preference may be given to proposals demonstrating strong public accessibility and consistent activation of the site.

The proposed use should:

- Encourage pedestrian activity and community engagement in downtown Fairbanks;
- Support economic development and downtown revitalization efforts;
- Maintain active and productive use of the property;

- Include consideration for both indoor and outdoor activation;
- Enhance the appearance and functionality of the site;
- Provide services, amenities, attractions, or experiences beneficial to residents and visitors; and
- Demonstrate long-term operational and financial viability.

The City encourages innovative concepts and adaptive reuse ideas that align with these goals.

- 5. Lease Rental Rate:** Rental rates will be comparable to market rates and may be negotiable during contract discussions. In determining the final rent amount, the City will consider how the proposed use aligns with the Downtown 2040 Plan and supports responsible use of public facilities. The City may adjust rental terms to encourage proposals that demonstrate strong alignment with these priorities. Proposers may include proposed rental terms or structures for City consideration.
- 6. Contract Term:** The City intends to enter into a long-term lease agreement with the successful proposer. The anticipated initial lease term is expected to range from four (4) to ten (10) years, depending on the nature of the proposed use, anticipated tenant investment, and overall benefit to the City, with possible renewal options subject to mutual agreement and City approval.

Proposers are encouraged to identify their preferred lease term, anticipated capital investment into the property, proposed improvements, and long-term operational plans.

The final lease structure, including rent, utilities, maintenance responsibilities, tenant improvements, insurance requirements, and other terms and conditions, will be negotiated with the successful proposer and subject to approval by the City.

- 7. Proposer Responsibilities:** Proposals should include sufficient detail to allow the City to evaluate the proposer's qualifications, intended use, and ability to successfully occupy and operate the property. At a minimum, proposals should address:
- Proposed business or organizational use of the property;
 - Anticipated hours of operation;
 - Expected public interaction and community benefit;
 - Proposed improvements or renovations;
 - Relevant business or operational experience;
 - Financial capability to support the proposed use and lease obligations;
 - Proposed lease term; and
 - Any additional information the proposer believes would assist the City in evaluating the proposal.

8. City Rights and Reservations:

The City reserves the right to:

- Reject any or all proposals;
- Request additional information or clarification from proposers;
- Conduct interviews or discussions with proposers;
- Negotiate with one or more proposers regarding lease structure, tenant improvements, operational concepts, or other proposal components.
- Modify or terminate the solicitation process at any time; and
- Select the proposal determined to be in the best interest of the City, considering both financial and community benefit factors.

Selection will not be based solely on proposed rental amount. The City may consider overall compatibility with downtown activation goals, quality of proposed use, experience, investment into the property, and long-term viability.

Section 3 – Standard Terms and Conditions

1. **Assignment / Transfer:** Assignment or transfer of this Agreement without written consent of the City of Fairbanks may be construed by the City as a breach of contract sufficient to cancel the Agreement at the discretion of the City.
2. **IRS Form W-9 and Vendor Information:** Lessee must file and maintain a current IRS Form W-9 and vendor registration with the City for the City to process any reimbursements or payments that may become due to the Lessee.
3. **Amendments:** No amendments, modifications, or supplements to this Agreement are binding unless in writing and signed by authorized representatives of both parties.
4. **Termination:** When it is in the City's best interest, City may unilaterally cancel this Agreement at any time whether or not Offeror or Lessee is in default of any of its obligations hereunder. With any such cancellation, Offeror or Lessee agrees to waive any claim for damages, including loss of anticipated profit on account hereof. Either party may terminate this Agreement at any time for the failure of the other to comply with any of its material terms and conditions.
5. **Waiver of Breach:** No waiver by either party of any breach of any of the covenants or conditions herein contained performed by the other party shall be construed as a waiver of any succeeding breach of this same or of any other covenant or condition.
6. **Complete Agreement:** The parties agree that the conditions stated herein and the Offeror's proposals set forth their entire Agreement and there are no promises or understandings other than those stated herein, and that any prior negotiations between the City and Offeror or Lessee do not constitute a part of the Agreement between the City and Offeror or Lessee concerning this Agreement. The term "Agreement" as used in this clause includes any future written amendments, modifications, or supplements made in accordance herewith.
7. **Liability and Indemnity:** To the fullest extent permitted by law, the Offeror or Lessee agrees to defend, indemnify and hold harmless the City, its officers, and employees from and against any and all loss, expense, damage, claim, demand, judgment, fine, charge, lien, liability, action, cause of action, or proceedings of any kind whatsoever (whether arising on account of damage to or loss of property, or personal injury, emotional distress or death) arising directly or indirectly in connection with the performance or activities of this Agreement, whether the same arises before or after completion of the Offeror or Lessee's operations or expiration of this Agreement, except for damage, loss or injury resulting from the City's gross negligence or willful misconduct.
8. **Insurance Requirements:** Within ten days of receipt of the Notice-of-Intent to Award, Offeror or Lessee must furnish a certificate of insurance from a company licensed to do business in Alaska. The policy must provide for a thirty-day prior notice to the City of cancellation, non-

renewal, or material change of the policies. Failure to furnish satisfactory evidence of insurance, or lapse of policy, is a material breach and grounds for termination of this Agreement. Each policy must be endorsed with a waiver of subrogation in favor of the City. All other insurance policies required of the Lessee must be endorsed to name the City as additional insured and provide that such insurance apply as primary insurance and that any insurance or self-insured carried by the City will be excess only and will not contribute with the insurance required by this Agreement. All insurance shall be on an occurrence form acceptable to the City.

PROOF OF INSURANCE: The Lessee shall furnish the City with a Certificate of Insurance or, where requested by the City, the policy declaration page with required endorsements attached thereto showing the type, amount, effective dates, and dates of expiration of all policies. All endorsements must reference the policy number.

The following insurance may be required of Lessee:

- a. Workers' Compensation and Employers' Liability Insurance as required by any applicable law or regulation: Employers' liability insurance must be in an amount no less than \$500,000 each accident for bodily injury, \$500,000 policy limit for bodily injury by disease, and \$500,000 each employee for bodily injury by disease. Additionally, the Lessee shall be responsible for Workers' Compensation Insurance for any subcontractor who directly or indirectly provides services under this Agreement.
- b. Commercial General Liability Insurance: The Lessee is required to provide Commercial General Liability (CGL) insurance with limits not less than \$1,000,000 combined single limit per occurrence and not less than \$1,000,000 in the aggregate not excluding premises operations, independent contractors, products, and completed operations, broad form property damage, blanket contractual, explosion, collapse, and underground hazards. Limits may be a combination of primary and excess (umbrella) policy forms.
- c. Comprehensive Automobile Liability Insurance: Covering all owned, hired and non-owned vehicles with coverage limits not less than \$1,000,000 single limit per occurrence bodily injury and property damage.
- d. Property Insurance: Lessee shall submit to the City evidence of All Risk Builder's Risk Insurance for all physical loss, including earthquake and flood (100% completed value basis) upon the entire work naming the City, any contractor(s) and the subcontractor(s) as additional insured parties and as their interests may appear to the full contract sum thereof, until the project is completed by the Lessee. The policy, by endorsement, must specifically permit partial or beneficial occupancy at or prior to substantial completion or final acceptance of the entire work.

Specific insurance requirements will depend on Lessee's proposed activities and will be agreed upon subsequent to proposal submission and selection. Without limiting its indemnification, the Lessee shall maintain, until termination of Lease, occurrence type coverage of the kinds and minimum amounts set forth above. All insurance limits are minimum. If the Lessee's policy contains higher limits, the City is entitled to coverage to the extent of such higher limits. The City, at its sole discretion, may raise or lower the limits required.

9. **Postponement:** The City reserves the right to postpone the date of the opening of proposals and will give written notice of any such postponement to all known holders of the contract documents.

Section 4 – Submission Requirements and Required Documents

Format and Content:

The City discourages overly lengthy and costly proposals. For the City to evaluate proposals fairly and completely, proposers must follow the format set out herein and provide all information requested.

Submittal Requirement:

Proposals shall be in accordance with the maximum number of pages and content requirements indicated in the table below. Proposals shall not be written in a font size smaller than ten points. Each section of the proposal shall be identified and assembled in the order listed under Proposal Content Requirements. Materials not relevant to the proposed agreement may be excluded from evaluation. Failure to provide a proposal in conformance with these requirements may cause a proposal to be declared non-responsive and eliminated from further consideration. Upon request, Offeror shall make an electronic copy available for use in Public Records Requests.

Pages	Proposal Content Requirements
2	Item 1: Proposal Form (with original signature)
1	Item 2: Cover Letter
20	Item 3: Proposal Response Narrative
23	

The Proposal Form, Cover Letter, and Proposal Response Narrative are collectively limited to twenty-three pages. Financial attachments, resumes, references, conceptual drawings/renderings, and supplemental exhibits do not count toward the page limitation.

Proposal Form:

Offerors must include a fully completed and signed Proposal Form as the cover sheet to their response to the RFP. Failure to include this form fully completed with an original signature will cause the proposal to be declared non-responsive and eliminated from further consideration.

Cover Letter:

Provide a signed cover letter that includes:

- Name of Offeror/business/entity;
- Primary contact person;
- Mailing address;
- Phone number and email address; and
- A brief statement expressing interest in leasing the property with a clear snapshot of who the proposer is, what they plan to offer, and why they are a strong fit for the City's goals.

Proposal Response Narrative:

Offeror shall submit a clear and concise proposal addressing each of the items listed below. Responses should provide sufficient detail for the City to evaluate the proposed use, operational approach, financial capability, and overall compatibility with the City's downtown activation goals. The page limitation does not include financial attachments, resumes, references, conceptual drawings/renderings, or supplemental exhibits.

1. Provide Business or Organization Information

- Legal business name;
- Type of entity (individual, corporation, LLC, nonprofit, partnership, etc.);
- Year established;
- Business background and history; and
- Description of current operations or services.

2. Provide a Detailed Narrative Describing Proposed Use of Property

- Intended use of the property;
- Products, services, or activities to be offered;
- How the proposed use supports downtown activation and community engagement;
- Expected customer or visitor activity;
- Indoor and outdoor activation concepts, if applicable; and
- Anticipated hours and days of operation, including seasonal variations.

3. Provide Information Regarding the Operational Plan

- Anticipated opening timeline;
- Anticipated hours of operation; and
- Any partnerships or affiliated organizations involved in the project.

4. Describe Any Planned or Proposed Improvements and Tenant Investment

- Remodeling;
- Renovations;
- Site improvements;
- Signage;
- Outdoor seating or activation areas; or
- Other property modifications.

Include:

- Conceptual drawings, renderings, or sketches, if available;
- Estimated investment amount;
- Proposed construction timeline; and
- Any requested City participation or accommodations.

5. Financial Capability

Provide information demonstrating the Offeror's ability to successfully operate the proposed business and meet lease obligations. This may include:

- Business financial statements;
- Bank references;
- Financing commitments;
- Proof of available capital;
- Business plan;
- Revenue projections; or
- Other evidence of financial capability.

The City reserves the right to request additional financial information during evaluation or negotiations.

6. Relevant Experience and References

Provide:

- Description of relevant business, operational, leasing, hospitality, retail, restaurant, tourism, nonprofit, or development experience;
- Experience operating similar facilities or businesses; and
- At least three professional or business references, including contact information.

7. Include Proposed Lease Terms

- Offeror's desired lease term;
- Proposed rental amount or rental structure, if desired;
- Any requested renewal options;
- Owner considerations regarding any Lessee improvements; and
- Any additional proposed lease terms or conditions for City consideration.

8. Additional Information

Offeror may submit any additional information they believe would assist the City in evaluating the proposal, keeping within the page maximums.

PROPOSAL FORM

City of Fairbanks

550 1ST AVENUE LEASE OPPORTUNITY

RFP# 26-11

Failure to complete this form will result in your proposal being deemed non-responsive and rejected.

Proposal and Commitment:

The undersigned hereby submits this Proposal to lease the property identified in this solicitation and agrees, if selected, to negotiate and execute a Lease Agreement with the City of Fairbanks in accordance with the terms, conditions, and requirements contained in this solicitation, including any addenda issued thereto.

Addenda:

The undersigned acknowledges receipt of and has reviewed all addenda issued in connection with this solicitation. The undersigned further certifies that all required forms and proposal materials have been completed and submitted.

Initial next to each applicable addendum number or leave blank if none were issued.

Addendum #1 _____ Addendum #2 _____ Addendum #3 _____ Addendum #4 _____

If additional addenda were issued, list numbers here and initial. _____

Compliance:

The undersigned certifies that the information contained in this Proposal is true and correct and that the Offeror will comply with all applicable federal, state, and local laws, ordinances, regulations, and requirements applicable to the proposed use of the property, including applicable provisions of the Fairbanks General Code.

Non-Collusion:

The undersigned certifies that this Proposal is made in good faith and without collusion or connection with any other person or entity submitting a proposal for the same property.

Proposal Validity:

The undersigned agrees that this Proposal remains valid and irrevocable for a period of ninety-calendar days following the proposal submission deadline unless otherwise modified, in writing, by both parties.

Proposed Lease Terms:

The undersigned agrees that the proposed lease terms, business operations, and financial commitments identified within the submitted Proposal may be incorporated into a final Lease Agreement with the City.

Performance Guarantee:

If required by the City, the undersigned agrees to provide an acceptable performance guarantee, security deposit, irrevocable letter of credit, or other financial assurance prior to execution of the Lease Agreement.

NO OFFER WILL BE ACCEPTED WHICH HAS NOT BEEN MANUALLY SIGNED IN INK IN THE APPROPRIATE SPACE BELOW

I certify, under penalty of perjury, that I am legally authorized to bind the individual, business, or organization submitting this Proposal.

For clarification of this proposal, contact:

Company Name

Name

Address

Title

City State Zip

Phone

Signature of Person Authorized to Sign

Email

Printed Name of Person Authorized to Sign

Title

Alaska Business License Number

City of Fairbanks Business License Number
(if applicable)

Federal Tax ID (if applicable)

Section 5 – Proposal Evaluation and Selection Process

Initial Evaluation:

Initially, all proposals will be reviewed by the City Purchasing Manager to determine if they are administratively responsive to the RFP. Proposals that are administratively responsive will be distributed to the evaluation committee. The committee will determine if the proposal meets all the minimum requirements.

Evaluation Criteria:

Each proposal will be evaluated based on the criteria identified below. The evaluation committee will consider the proposer’s ability to successfully activate and operate the property in a manner that supports the City’s downtown revitalization goals, demonstrates long-term viability, and provides overall community benefit.

<u>Criterion</u>	<u>Weight</u>
Proposed Use, Downtown Activation & Community Benefit	35
Operational Plan & Long-Term Viability	20
Proposed Improvements & Tenant Investment	20
Financial Capability	15
Relevant Experience & References	10
Total Weight of All Criterion equals	100

Proposed Use, Downtown Activation & Community Benefit (Weight: 35)

Evaluators will consider:

- Compatibility of the proposed use with the City’s downtown activation goals;
- Ability to encourage pedestrian activity and year-round public engagement;
- Overall creativity, uniqueness, and public benefit of the proposal;
- Proposed operating hours and accessibility to the public;
- Expected impact on downtown vibrancy and economic activity; and
- Compatibility with surrounding downtown character and uses.

Operational Plan & Long-Term Viability (Weight: 20)

Evaluators will consider:

- Feasibility and completeness of the operational approach;
- Ability to successfully occupy and operate the property long-term;
- Proposed opening timeline and operational readiness;
- Stability and sustainability of the proposed business model;
- Partnerships or collaborations supporting the proposal; and
- Overall likelihood of long-term success.

Proposed Improvements & Tenant Investment (Weight: 20)

Evaluators will consider:

- Quality and appropriateness of proposed renovations or site improvements;
- Level of tenant investment into the property;
- Enhancement to the appearance and functionality of the site;
- Contribution to long-term property value and downtown character; and
- Feasibility of the proposed improvement timeline.

Financial Capability (Weight: 15)

Evaluators will consider:

- Demonstrated financial capacity to support lease obligations and operations;
- Evidence of available capital or financing;
- Financial sustainability of the proposed concept;
- Completeness and credibility of submitted financial information; and
- Ability to complete proposed tenant improvements.

Relevant Experience & References (Weight: 10)

Evaluators will consider:

- Relevant operational, business, hospitality, retail, restaurant, tourism, nonprofit, development, or property management experience;
- Experience operating similar businesses or facilities;
- Demonstrated record of successful operations and project execution; and
- Quality and relevance of references.

Award:

The City anticipates entering into lease negotiations with the Offeror whose proposal is determined to be the most advantageous to the City, considering the evaluation criteria identified in this RFP.

Selection will not be based solely on proposed rental amount.

The City reserves the right to conduct interviews, request additional information, negotiate lease terms, or reject any or all proposals if determined to be in the best interest of the City.