



REQUEST FOR INFORMATION

26-05 Downtown Facility at 550 First Avenue

1. Purpose of Request for Information

The City of Fairbanks is issuing this Request for Information (RFI) to gather input from interested organizations regarding potential leasing and use of the Cabin located at 550 First Avenue, Fairbanks, Alaska.

The current occupant is vacating the space by May 1, 2026. The City is exploring future uses that align with broader goals for **economic rejuvenation, increased foot traffic, and positive activation of Downtown Fairbanks**. This RFI is intended to inform the City’s understanding of market interest, potential concepts, and partnership opportunities. This is not a request for proposals and does not obligate the City to issue a future solicitation.

2. Property Overview

The Cabin is a standalone structure, approximately 1900 square feet, located in Downtown Fairbanks, near high-visibility pedestrian and vehicle traffic areas. The building has historically been used for cultural, visitor-oriented, and community-focused purposes. The City anticipates the space may be well-suited for organizations seeking a downtown presence that supports year-round economic activity, community engagement, tourism, or complementary commercial uses.

Specific building details, utilities, and condition information may be provided separately or upon request.

3. City Goals and Desired Outcomes

The City is primarily seeking concepts and uses that contribute to the economic vitality of Downtown Fairbanks. Desired outcomes include, but are not limited to:

- Increased downtown activation and consistent use of the space
- Attraction of residents, visitors, and tourists to the area
- Support for local commerce, arts, culture, music and/or community services
- Alignment with long-term downtown revitalization efforts
- Responsible stewardship and maintenance of the facility, and pride in a downtown establishment



Both nonprofit and for-profit organizations are encouraged to respond.

4. Information Requested from Respondents

Interested parties are asked to provide the following information at a high level:

Organization Overview

- Legal name and type of organization
- Mission or primary business purpose
- Length of time in operation
- Experience operating similar facilities or programs

Proposed Use Concept

- Description of intended use for the space
- Target audience or user base
- Anticipated hours and seasonal use
- How the use would contribute to downtown economic revitalization

Operational Considerations

- Year-round Operational Plan
- Staffing model (volunteer, paid staff, hybrid)
- Estimated duration of lease interest (short-term or long-term)
- General space needs or modifications anticipated

Community and Economic Impact

- Potential partnerships with local businesses or organizations
- Expected benefits to the downtown area
- Any public programming, events, or services envisioned

Additional Information

- Any known constraints or considerations the City should be aware of
- Optional: general comments on lease structure or support needs
- Detailed financials are not required at this stage.

5. RFI Process and Next Steps

Responses to this RFI will be used solely for planning and informational purposes. The City may use the information gathered to:



- Evaluate potential uses for the property
- Refine goals and requirements for a future lease or solicitation
- Determine whether to issue a Request for Proposals (RFP) or other competitive process

Submission of a response does not guarantee selection, preference, or future contracting opportunity.

6. Disclaimer

This RFI does not constitute a solicitation, offer, or commitment by the City of Fairbanks. The City reserves the right to accept or reject any or all responses, request additional information, or discontinue this process at any time without obligation.

7. Procurement Office contact information:

Interested parties must submit a written response by **March 9, 2026 at 2:00 p.m. AKST.**

Responses may be sent via E-mail to: purchasing@fairbanks.gov

All questions must be directed to:
Christina Rowlett, Purchasing Agent
crowlett@fairbanks.gov
(907) 459-6779