

RFP 17-21 Lease of the Annapolis Market House at City Dock

CONFIDENTIAL

BIDDER	Annapolis Oyster	Marquis
	Blonder Family	
Purpose		
Offer a product mix for customers that will include a wide variety of high quality fresh and prepared food products to attract and serve a diverse clientele		
Two principal categories of foods to be offered shall:		
1. Attract and serve the resident citizens of the city for home consumption; and		
2. Provide convenient lunch items for consumption by downtown workers and visitors		
Goal to re-establish MH as		
a vibrant public resource		
key anchor of downtown commercial area		
gathering space for residents, tourists, workers from all walks of life		
Minimum Services/Business Plan		
1. Experienced Management all hours of operation		
2. Concept, layout, leasing/operating plan - high quality food products as principal use		
3. Hours (Previously 6 days/week, 8am-7pm)		
4. Adequate facility maintenance		
5. Written semi-annual reporting		
6. Goods & Services beyond minimum		
a. Flowers, fancy baked goods, organic, ethnic, ice cream or gelato, teas and coffees, condiments, other		
b. Prepared foods for on-site consumption should be ancillary rather than principal use		
c. Layout and design proposals, longer operating hours		
d. Deliver service, gift food baskets, electronic ordering		
City Council Criteria (O-16-17)		

General Business Concept		
Product & service offerings		
Proposer's experience in running similar business		
Evaluation of likelihood of success at the Market House		
Compatibility with current infrastructure (HVAC, electrical, etc.)		
Proposed alterations to structure to improve vitality		
Ability to assume full responsibility for maintenance and operation		
<i>Operational Aspects</i>		
Amount of space requested		
Simple scetch of floor plan		
Changes to the structure		
Requirements for electricity and water		
Heat generation		
Expected hours of operation		
Conceptual marketing plan		
<i>Proposal's fit with 7.28.020 of City Code</i>		
Operation not subsidized by city funds except roof, structure, exterior, debt service		
Managed & operated to attract & serve needs of diverse clientele		
The market house shall be operated as a retail facility with a focus as a public amenity which offers fresh products and services of high quality from local and regional sources, priced to appeal to a range of customers, and which preserves and promotes the authentic character of the building as a market, an historic structure and public gathering place.		
Retail sales may include produce, meats, dairy, baked goods and other perishable groceries, dry groceries, household items, flowers, food and beverages prepared for home or offsite consumption, and food and beverages that are immediately consumable.		
Foods and products offered for sale in the Market House generally shall be of the highest quality and shall be displayed and offered for sale in a manner that will not interfere with the movement of shoppers nor create unnecessary visual clutter.		

The Market House Tenant or approved sub-tenants may place tables and chairs inside the Market House for use by Market House customers.		
Any portion of the Alfred A. Hopkins Plaza, and the sidewalks adjacent to the Market House, may be designated by the City Manager, or his or her designee, as an area that may be used by the Tenant or approved sub-tenants, on a non-exclusive basis, as a sidewalk café, subject to the conditions and requirements of Section 7.28.020.H.		
The Market House Tenant or approved sub-tenants may establish a sidewalk café with tables and chairs ("furniture") on the sidewalk adjacent to the dock side of the Market House and in designated areas of the Alfred A. Hopkins Plaza, subject to Section 7.28.020.I and subject to permitting and the conditions and requirements of Chapter 7.42 with the exception of the standard for the prohibition of exclusively carry-out transactions under Section 7.42.020.G. Customers of the Market House may purchase food and beverages inside the Market House and consume them at the sidewalk café.		
The Tenant and approved sub-tenants in the Market House shall be required to obtain all licenses and permits to conduct activities pursuant to this Chapter, or pursuant to their lease with the City, including, but not limited to, a sidewalk café permit pursuant to Chapter 7.42, and a use and occupancy permit pursuant to Chapter 21.12.		
City Staff Comments		
Minimum Qualifications		
A)10 Years Experience	Y	Y
B) Financial Viability & Condition, Statements	Y*	Y*
C) Insurance Requirements	Y	Y
D) Performance/Surety Bonds	Y	Y
Technical Proposal Description		
Experience/Financial/Bonds	Y	Y
Minimum Qualifications	Y	Y
Managerial Skills/Product Mix	Y	Y
Interior design/Construction Schedule	Y	N

Business Plans	Y	Y
Special issues/Concerns	Y	Y
*Financial viability subject to further review and negotiation		
Other Information Proposer thinks relevant		
Stalls		
Employees		
7.12.100.B The Alcoholic Beverage Control Board may permit the consumption of: 1. Beer and wine in the City Market House. Any possession, consumption or sale of beer and/or wine in the Market House must comply with all applicable requirements of this Chapter.		
Farmer's Market		
Pop-up Vendor Area		
Time to build out		
Tenant conforms to MHT easements and applicable Historic District regulations		
Master Lease Term and Minimum Rent		
Lease Term 5 - 10 years		
Overall Rent		
Other		
Minimum Rent SDAT Rate (\$10,988)		
Lease per square foot (5,000sf, 10 years)		
Ability to pay utilities, R & M		
Build Out Costs		
Ability to finance build out		
Lease + Build Out per Square Foot (5,000sf, 10 years)		
Operation not subsidized by city funds except roof, structure, exterior, debt service		
Acquire City outdoor furniture		
Business Standing		

