



★ EXPLORE
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REQUEST FOR EXPRESSIONS OF INTEREST

FOR REDEVELOPMENT OF THE CULINARY CENTER IN LINCOLN CITY



Explore Lincoln City

City of Lincoln City

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Lincoln City, Oregon

March 7, 2022

REQUESTS FOR EXPRESSION OF INTEREST SCHEDULE

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Deadline to Submit Clarifying Questions:	<u>April 18, 2022</u>
Requests for Expression of Interest Due:	<u>May 23, 2022</u>
Tentative Date to Begin Proposal Presentations:	<u>June 6, 2022</u>
Tentative Council Presentation Notice of Intent:	<u>June 27, 2022</u>
Notice of Intent to Award Contract:	<u>July 11, 2022</u>
Anticipated Contract Start Date:	<u>August 1, 2022</u>

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Notice

Lincoln City, OR is a place with endless adventures. That is why people from all over the Pacific Northwest choose to enjoy their vacations here. Our largest industry is tourism, and business is thriving. In fact, we have more hotels, motels, and rental vacation homes per capita than any other city between Portland and San Francisco.

Thanks to our events, attractions, thriving economy and proximity to key markets, Lincoln City generates approximately \$330M annually in aggregate tourism revenue. Better still, we've witnessed consistent year over year growth for almost a decade and we're investing in the future of our town to foster that growth for years to come. Right now, our coastal community offers you a great opportunity to locate a business in a desirable and affordable destination.

A unique opportunity exists to redevelop the Culinary Center in Lincoln City. The City of Lincoln City opened the Pacific Coast Center for Culinary Arts in 2006 partnering with an independent contractor with the intent to increase tourism in the area through culinary experiences including cooking classes, group tours and hospitality training. It later evolved into the Lincoln City Culinary Center under the management of Explore Lincoln City. Explore Lincoln City hired a chef who conducted recreational classes and public and private events in the center. That chef has since left, leaving the facility vacant and primed for redevelopment.

For more information about the Culinary Center, Explore Lincoln City, or this Request for Expressions of Interest (RFEI), please contact:

Ed Dreistadt, Director
Explore Lincoln City
edreistadt@lincolncity.org
541-996-1271

Introduction

The City of Lincoln City (City), by and through Explore Lincoln City (ELC), is seeking expressions of interest from qualified creative development teams, organizations, or businesses to redevelop the Culinary Center in Lincoln City. Owned by the City, this space possesses tremendous opportunity, but also has its own challenges. The City wishes this space to be developed in a manner that provides Lincoln City with a business that will support its tourism economy or fulfills a significant community need. We are looking for partners with imagination and creativity coupled with business savvy. We are hoping for a business partner who will deliver distinctive design and business offerings that will draw visitors and new residents from our core markets of Portland and Salem – and beyond. We want the reimagined space to inspire civic pride among our citizens and add value to the community.

In short, we are looking for a partner who aspires to greatness, who wants to make their mark on our city, and who appreciates the natural beauty and amenities that frame our town.

Lincoln City is not only one of the largest cities on the Oregon Coast, but also one of the most dynamic. The City is relatively new – dating to 1965, when the independent communities of Taft, Nelscott, DeLake, Oceanlake, Wecoma, and Cutler City joined together to form our Lincoln City.

With only 56 years behind us, Lincoln City is still developing, still full of opportunity, still realizing its full potential. Our full-time resident population is approximately 10,000 people, but on a summer weekend Lincoln City swells up to 30,000. Our largest industry is dedicated to hosting guests to our town. We are a popular tourist destination, but also a place for coveted beach getaway homes. Many lifestyle entrepreneurs have second homes and offices here in Lincoln City, enjoying coastal living as much of the year as they can. ELC wishes to find a partner that can take the Culinary Center and create a new and exciting business. The applicant chosen to lease the Culinary Center space would pay monthly rent collected by ELC, with rent funds offsetting the cost of maintenance. The City will enter into a lease/concession agreement with the selected applicant with an annual review of contract terms.

Culinary Center Facility

The Lincoln City Culinary Center is located on the fourth floor of Lincoln City City Hall at 801 SW Hwy 101, Lincoln City, OR 97367. The Culinary Center boasts a panoramic view of the ocean and northern Lincoln City, a fully equipped commercial kitchen, demonstration stage, dining area, and plenty of storage. The entire space, including the outdoor deck, comes to approximately 6,180 square feet. The entire facility is well appointed as is or can be reconfigured to fit specific needs. The different options available to the potential tenant will be evaluated during the selection process of this RFEI.

ZONING

The Culinary Center is in the General Commercial zone. To see what types of businesses are allowed in this zone, refer to the Lincoln City Municipal Code [17.32.020](#), which can be reviewed at www.lincolncity.org/government/city-charter-and-laws. Applicants that do not qualify under the General Commercial zone will not be considered,

COMMERCIAL KITCHEN



Currently, the kitchen includes a variety of commercial equipment including, but not limited to, walk-in and free-standing refrigeration, dishwash station, stove, grill, convection oven, deep fryer, mixers, holding cabinets, prep tables, ice machine and coffee station.

A wide assortment of other kitchen tools and equipment are also available. These include pots, pans and other cookware, utensils, dishes and glassware, small appliances, gadgets, and other daily-use items. Most of these items were obtained when the culinary center was developed in 2006. There have been several upgrades and regular maintenance has been performed.

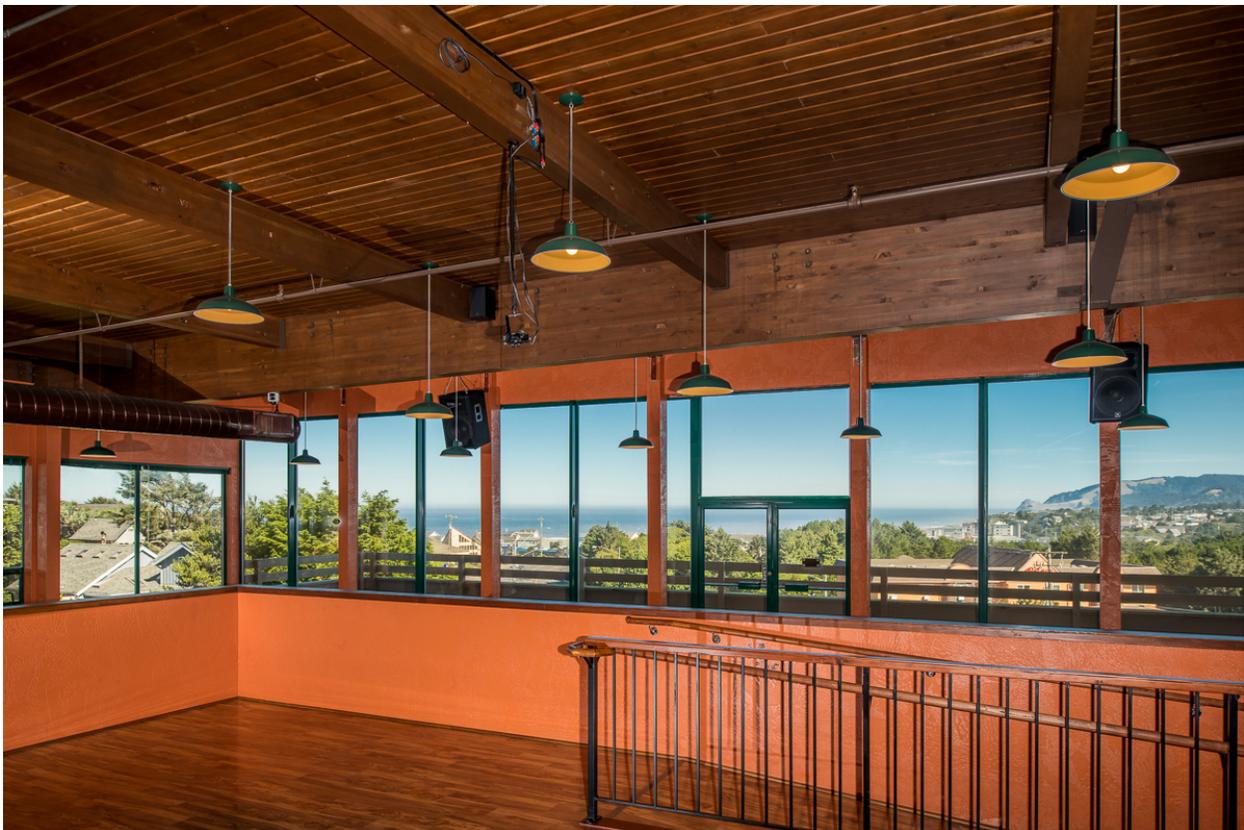
There are several storage areas located within the kitchen, which include racks, shelving and room for extra tables, chairs, and food items. There is also an office off the kitchen with flex space for another, if desired. The kitchen houses two private restrooms in addition to

nearby public facilities. The large space has two direct access points to the front of the house and multiple exits in the event of an emergency.

FRONT OF THE HOUSE

The public entry for the facility is located off the City Hall 4th floor lobby and is accessible by stairs and elevator. This space currently comprises of demonstration stage and dining areas, but specific use will be determined by the need of the successful respondent. The demonstration stage includes a commercial stove and hood, kitchenet, prep tables, and viewing monitors. The dining area is spread out throughout the remainder of the facility and can be set up in a variety of configurations. The dining area has direct access to an outdoor deck and has two storage closets.

THE VIEW



The crown jewel of the Culinary Center is the elevated panoramic view. From here the Pacific Ocean and coastal headlands frame the picture. Northern Lincoln City from D River to Roads End peak through the forested backdrop. Enjoy the scene from inside the facility or outside on the deck.

CHALLENGES

No place or project is without its challenges. Redevelopment of the Culinary Center must address two issues:

Parking: Current parking is shared with City Hall and McKay's Market. Redevelopment of the Culinary Center cannot significantly impact operation of City Hall or McKay's, including available parking.

Evacuation: Located on the fourth floor of City Hall, emergency evacuation requires extra steps for elderly and disabled individuals. During an emergency, such as a fire, elevators will not be operational. The Culinary Center has one evacuation chair for transporting people down stairs during an emergency, but it is not designed for mass use.

Respondents should address mitigation of these challenges within their proposal.

TAKE A TOUR

If you would like to schedule a tour of the Culinary Center facility, please contact:

Scott Humpert, Marketing Manager
Explore Lincoln City
shumpert@lincolncity.org
541-557-1110

REDEVELOPMENT ASSISTANCE

Facility improvement funds may be available to the successful respondent from ELC based on proposed use. ELC is funded through the local Transient Lodging Tax, which specifically funds tourism related initiatives. If the proposed use is primarily tourism related, ELC may award funds, at its sole discretion, up to a one-time \$30,000 investment. Respondent must demonstrate a minimum project lifespan of at least five years and that the primary use is tourism related to qualify for assistance.

Selection

SELECTION CRITERIA

The following are the criteria that ELC will use to determine which applicant to select for the redevelopment of the Culinary Center in Lincoln City.

ELC seeks responses to this RFEI which:

Is in strict compliance with the applicable zoning, building codes and fire codes for the location.

Sets forth a compelling vision that will result in redevelopment of the Culinary Center.

Demonstrates quality and consider the redevelopment context, which will include proposed use.

Demonstrates capability of the project to contribute to Lincoln City's fiscal stability.

Responsible use of City funding or other form of financial participation (as applicable).

Demonstrates applicant's experience in financing, if applicable, and delivering projects similar in scope and quality to what is being proposed in response to this RFEI.

Embraces and enhances Lincoln City's culture and community – a place that cherishes its history, its beautiful natural setting, its family-friendliness, the arts, and meets need.

Demonstrates economic feasibility, relative to the scale of the project and to the public/community benefits of the project.

Creatively respond to the unique challenges and opportunities for redevelopment.



SELECTION PROCESS

Upon receiving responses to this RFEI, ELC may elect to proceed in any of the following or possibly other directions:

ELC may appoint a Selection Advisory Committee (SAC) to review qualifications and provide input to ELC, including a recommended "short list" for ELC to interview.

The SAC or ELC may solicit additional information or clarification from respondents. ELC may score the responses for the proposals.

ELC may select a “short list” of proposals for a second-round process. This second round might entail interviews, pre-application meeting, a formal Request for Proposals (RFP) process, and/or some other means of selection.

ELC may opt to select a single proposal without going to a second-round process and negotiate the terms of a lease/concession agreement with that respondent.

ELC may opt to reject any or all responses regarding submitted proposals.

ELC reserves the right to recommend that two or more respondents consider forming a partnership, if in ELC’s judgment such a partnership would be conducive to achieving their goals for this project.

Note that ELC is not bound to follow the same selection process for all proposals.

Note that the Lease/Concession agreement needs to be approved by City council by written order.

POST-SECTION PROCESS

Upon selection of a proposal, as approved by the City, ELC intends to enter into negotiation with the applicant, and must reach an agreement within 60 days of selection of tenant, during which the parties will attempt to negotiate the deal terms for the redevelopment of the Culinary Center. During this period, ELC will refine their approaches, including development program, phasing as applicable, site planning, and design, if applicable. The selected respondent whose selection was based on qualifications will then negotiate with ELC on fee and lease/concession agreement conditions. If a reasonable fee cannot be achieved with the respondent of choice, negotiations will proceed with other qualified respondents until a mutually agreed contract can be negotiated.

During this pre-redevelopment phase, ELC may negotiate with some or all of the selected teams a Memorandum of Understanding (MOU) or other agreement as appropriate, setting forth in non-binding terms the financial, programmatic, and other general aspects of the project. Any such MOU will also serve as the basis for the negotiation and execution of a subsequent binding agreement. The final, binding document(s) will set forth the terms of the redevelopment agreement.

Any such MOU will include provisions reserving to ELC the right to terminate negotiations with the selected respondent, if ELC in its sole discretion determines that negotiations during the pre-redevelopment phase are not progressing in a satisfactory manner. Should this occur, ELC would then either work with another respondent or may decide to not pursue the project further.

SCHEDULE

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Proposals

Expression of interest proposals are due to ELC by **May 23, 2022, at 5pm.**

Electronic submissions should be sent to shumpert@lincolncity.org. The subject line must clearly identify the RFEI title. ELC will provide confirmation that the proposal has been received.

Hard copies can be delivered to:

Explore Lincoln City
Attn: Scott Humpert
801 SW Hwy 101, Suite 401
Lincoln City, OR 97367

The below submission requirements must be met in order for proposals to receive full consideration. Brevity is encouraged where possible.

COVER LETTER

Describe the creative development team, organization or business acting as the respondent and interest in the redevelopment of the Culinary Center. Identify the primary point of contact for the proposal. Include a statement indicating that the response is valid for at least three months after submittal.

EXPRESSION OF INTEREST

Describe your vision for the redevelopment of the Culinary Center.

What will be the primary use of the facility?

What are your preliminary thoughts about programs, phasing, design, and deal terms?

How will you address the facility challenges of center redevelopment? Specifically address parking and emergency evacuation.

If the primary use will be tourism-related, will you request funding assistance for improvements? How much would you request?

What days of the week and hours operation are you predicting for your proposed use?

OPERATIONS EXPERIENCE

Identify redevelopment team members and roles and describe qualifications.

Describe the team's (or individual's) experience in high quality business or organization development and successful projects, preferably projects similar in scope and scale to what you are proposing. What is the recent experience with this type of development?

Describe the team's (or individual's) previous experience working with public sector partners in public-private partnerships.

FINANCIAL STABILITY

Explain your financial capacity and share any preliminary thoughts you have about financing approaches for your project ideas, if applicable. Describe your ability and means to fulfill a monthly financial obligation as it relates to the contract terms of the redevelopment of the Culinary Center.

TIMING

Provide a preliminary estimated time frame to carry out the redevelopment of the Culinary Center. If you envision a phased approach, please describe.

REFERENCES & PROJECT EXAMPLES

Teams may submit letters of reference and are also encouraged to include samples of other projects (preferably relevant to what they are proposing for the redevelopment of the Culinary Center).

General Conditions

All facts and opinions stated within this RFEI, and all supporting documents and data are based on information available from a variety of sources. No representation or warranty is made with respect thereto.

ELC reserves the right in their sole discretion to accept or reject all responses to this RFEI, without cause.

ELC reserves the right in their sole discretion to modify the selection process or other aspects of this RFEI, including canceling the RFEI without selecting a respondent. ELC will take reasonable steps to ensure that any modification or clarification or new information related to the RFEI shall be posted on the project website at ExploreLincolnCity.com/About-Us.

ELC reserves the right to request additional information following review of initial submissions. In addition, they may retain consultants to assist in the evaluation of submissions.

In the interest of a fair and equitable selection process, ELC reserves the right to determine the timing, arrangement, and method of any presentation throughout the selection process. Respondents are cautioned not to undertake any activities or actions to promote or advertise their expressions of interest except during ELC-authorized presentations. Respondents and their representatives are not permitted to make any direct or indirect (through others) contact with members of Lincoln City's City Council or Selection Advisory Committee concerning their proposals, except in the course of ELC-sponsored presentations. Violation of these rules is grounds for disqualification of the respondent.



ELC requests that respondents and members of their team who are considering responding to this RFEI NOT contact any prospective public agency funding partners.

Conflict of Interest. Please disclose any conflicts of interest or potential conflicts of interest that may arise as a result of your company's being selected for this project. Identify and describe fully any family or business relationships which any employees of your company may have or have had with any employee or elected official of the City or ELC or any affiliated entities. Failure to disclose any existing or potential conflicts may disqualify the Response from consideration.

Nondiscrimination. ELC notifies all possible Proposers that no person shall be excluded from participation in, denied any benefits of, or otherwise discriminated against in connection with the award and performance of any contract on the basis of race, religious creed, color, national origin, ancestry, physical disability, sex, age, ethnicity, or on any other basis prohibited by law.

Proprietary Information. Only information which is in the nature of legitimate trade secrets of non-published financial data may be deemed proprietary or confidential. Any material within a Response identified as such must be clearly marked in the Response and will be handled in accordance with the Oregon Public Record Act, and applicable rules and regulations. Any Response marked as confidential or proprietary in its entirety may be rejected without further consideration or recourse.

All submissions shall become the sole and exclusive property of the City and/or ELC. Respondents shall not copyright, or cause to be copyrighted, any portion of their submission. Within the bounds of public records laws, the ELC will maintain the confidentiality of submissions at least until the preliminary selection of respondent, and possibly as late as the time at which the ELC enters into an agreement with the respondent in question. Any proprietary financial information or other information which respondents submit will be maintained as confidential as allowed by public records law. Submissions or information that the respondent team would like to remain confidential must be marked confidential.

Neither the City nor ELC makes any representations as to whether or not a project to be developed as a result of this RFEI, or any possible City or ELC participation therein, is a "public improvement" project and as such is subject to the prevailing wage requirements of the Oregon Bureau of Labor and Industry.

News releases by the selected respondent pertaining to its selection will require prior written approval from ELC staff.

The City and ELC reserves the right to verify and investigate the qualifications and financial capacity of any and all members of the proposing respondents.

The City and ELC accept no responsibility or obligation to pay any costs incurred by any party in the preparation or submission of a response or in complying with any subsequent request for information or for participation throughout the evaluation process.

