Passenger Depot RFP Criteria - Proposed Recommendation to the City Council

The Waterfront Master Plan Subcommittee recommends that the City Council authorize staff to issue a Request for Proposals (RFP) for the lease of the S.P. Passenger Depot (Depot) for no more than 10 years. The 10-year lease limitation is warranted because the Waterfront Master Plan may require significant changes in circulation and parking over the next 10 years that will separate the Depot from the Marina and waterfront. In the future, the new configuration of the site and surrounding parking and circulation might provide an opportunity to solicit a different, longer term use or lease arrangement. Therefore, the RFP should request that the proposals are based on the following Use Criteria:

1. The desired use will be based on a 10-year business plan that demonstrates the ability for the use to: 1) generate sufficient revenue to support fair market rent; and 2) amortize the cost of building improvements sufficient to bring the building up to code and gain building occupancy.
2. The desired use will need to allow public access into the building and not be restricted to a private use such as a private club or membership only access.
3. The desired use will need to showcase the history of the building.
4. The desired use will need to function with minimal dedicated parking spaces and operate within a parking environment that relies on shared parking among a variety of waterfront uses and activities.
5. The desired use will not require the entire building area so that a portion of the building can be reserved for visitor center type use/service.