



REQUEST FOR PROPOSALS

1577 Westminister Street – Ground Floor

*Retail Opportunity for a Community-Based, Affordable, Natural Grocery Store
or Food Cooperative*

Seeks:

The West Broadway Neighborhood Association (WBNA) seeks proposals for a healthy, affordable, natural grocery store or food cooperative that will serve the neighborhood of the West Side. This community-based business ("Tenant") would be open to the public as a full service grocery store and offer natural, organic food in a neighborhood-friendly atmosphere. With an emphasis on locally and Rhode Island produced goods, this West Side business would realize the goal of supporting SWELL practices (Shopping, Working, Eating, and Living Locally), thereby supporting local food systems and community economic development. The Tenant must occupy the ground floor of the newly built 1577 Westminister Street.

Availability:

The space will be available for occupancy by February 2011.

Project information:

- Owner: West Broadway Neighborhood Association
- Ground Floor: 1,908 square feet with an additional 590 square feet of basement storage
- Architect: William Kite Architects, Inc., 166 Valley Street, Providence, RI 02909
- Contractor: Domenic Mazza Construction

Background:

- WBNA has a **three-year Community Impact Grant from the United Way**, to provide an affordable, healthy food shopping experience for the neighborhood in the ground floor of 1577 Westminister Street.
- WBNA and SpurwinkRI have collaborated to construct 1577 Westminister Street, a new infill building constructed with green materials and with sensitivity to the context of the neighborhood, with the specific goals of providing affordable housing to developmentally disabled people on the upper floors, and to bring a healthy, affordable, natural food grocery or cooperative to the neighborhood on the ground floor.
- SpurwinkRI would like to offer its 1577 Westminister Street residents volunteer and/or work opportunities in the store.
- On the West Side, an estimated 23-36% of the residents do not have cars and there is not a grocery store within a mile of our neighborhood.

Incentives: The WBNA is a recipient of a United Way Community Impact Grant that allows the organization to offer the following incentives for the Tenant's use:

- \$30,000 in refrigeration equipment
- \$10,530 in outreach and advertising budget & professional fees
- A solar powered Big Belly sidewalk trash can and an exterior compost bin
- 1.29 kw solar panels to offset electrical expenses
- \$21,060 per year (for 2.5 years) for the Tenant to hire a part-time Outreach Coordinator who will be responsible for providing marketing services to seek new, diverse shoppers for the store. The primary charge of the Outreach Coordinator will be to connect with disenfranchised people and people of low incomes and diverse ethnic backgrounds to engage these residents with the store and the WBNA.
- Below market rent (to be negotiated) to enable business to be fiscally strong and remain sustainable
- Construction build-out plans for full service store may also be available

Proposal Requirements:

Interested applicants please include the following information in a Letter of Intent and draft business plan proposal. The Owner (WBNA, Inc.) reserves the right to base selection on any combination of qualifications.

1. Presentation of qualifications, including a resume. Please describe any previous experience with running a small business. Include a brief description of current or previous businesses.
2. A proposed business plan for a healthy, affordable grocery store or cooperative at 1577 Westminster Street. Include a description of the proposed business, business structure, the products to be carried, financial projections, a marketing plan, and where financing will be secured.
3. Plan to meet the needs of the community and reflect the neighborhood demographics.
4. Plan to connect and work with local producers and growers and any existing Rhode Island producer's cooperatives.
5. Proposed scope of work for build out of the space and your estimated cost.

The deadline for proposals is October 28, 2010. The WBNA will be arranging interviews with the strongest proposals in the first week of November. If you have any questions or need further information, please don't hesitate to call.

Requirements: As per the United Way grant, the following is required:

- Tenant will hire a Neighborhood Outreach Coordinator to work 20/hours per week. Time will be divided between store outreach and publicity in advance of opening
- Tenant will purchase walk-in coolers, display freezers, refrigerators, produce racks, cash registers, signage, shelving, and office equipment in advance of opening.
- Tenant will begin full retail operations (Monday-Saturday 8am-8pm, Sunday 12-8pm) by March 2011.
- Tenant will have paid staff to include 80 hours/week of cashiering/on-floor assistance; 30 hours/week of General Manager; 15-25/hours/week Buyers; 4-6 paid part-time staff positions will be hired by opening (cashiers, general manager, buyer)
- Tenant will provide at least 200 volunteer job hours per month to SpurwinkRI or neighbors.
- Tenant will provide occasional workshops on issues of nutrition, food security, health, cooking, and community. WBNA meeting space may be used.