

RFP for the TABOR COMMONS space



BACKGROUND:

The Tabor Commons is located at 5633 SE Division Street. The community gained ownership of this former drug crime property after a three-year effort lead by the Mount Tabor and South Tabor Neighborhood Associations and the Atkinson Elementary School PTA.

In 2006, these community organizations asked Southeast Uplift to take formal ownership of the property on behalf of the community partners. From 2006 to 2010, these community organizations partnered with Café au Play and hundreds of community volunteers to redevelop the property. From 2010 to 2015, Café au Play operated a family-friendly community coffee shop on the property. Café au Play hosted many community events, discussion groups, kid-focused entertainment, and a barista training program for high school students.

In early 2016 Café au Play closed its doors. While this chapter has ended, the SE Uplift Board is excited to work with the community to explore a new use for this property that aligns with the wishes of the community and SE Uplift's mission and values in 2019. Until that time, the SE Uplift Board agreed with community members that the space should be leased by an interim tenant.

SE Uplift is an independent non-profit corporation that is one of seven neighborhood coalitions in the Portland Neighborhood System. We provide services and support to 20 neighborhood in inner southeast and northeast Portland. SE Uplift's mission is to assist the citizens and neighborhood associations of Southeast Portland* to create communities that are livable, socially diverse, safe and vital. Southeast Uplift provides an organizational structure and forum to empower citizens to effectively resolve issues of livability and community development.



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Project Overview: Currently, seeking a nonprofit (501(c)3) tenant for two years to for the space.

Retail Opportunity: Tabor Commons offers an exciting retail opportunity. Numbers of people living and going by. High Biking Neighborhood.

Minimum Qualifications: To be eligible for consideration of this RFP, the responder must meet the following minimum requirements:

- Financial capability to provide needed Tenant improvements, equipment, and to operate the space.
- Proof of nonprofit status (501(c)3)

Other Qualifications: Preferential ranking of proposals will be given to applicants whose:

- Mission is community-based or in congruence with SE Uplift's mission and/or values.
- Proposed use of the space meets one or more of the community identified priorities for Tabor Commons: the proposal includes a 1) community gathering place, 2) a place for arts and cultural opportunities, and/or 3) a space that is open to the public.

SELECTION PROCESS

Submission Information:

- Organization Overview (2 page limit). Please provide the following background information on your organization:
 - o Name of Organization
 - o Mission
 - o Board Members and list of Key Staff
 - o Contact Person and contact information (include address, email, phone)
 - o Years in operation
- Project Proposal/Operating Plan (4 page limit). Please respond to the following:
 - o Provide a brief description of how your organization would operate the space, number of employees and the type of services that would be offered.
Additionally:
 - o Provide last financial report for the organization and a budget for this project. Please note any additional funding sources for this project.
 - o Outline any special needs that your organization will have to successfully operate the space.
 - o Provide a brief description of tenant improvements you would make to the space and estimated costs.
 - o Provide a brief description of the organizations plan to move operations at the end of the lease time frame. (As the property may be redeveloped or sold).

DEADLINE FOR RESPONSE: FRIDAY, March 24th, 2017 by 11:59 PST



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Proposals should be submitted as PDF documents by email to: Leah Fisher, Neighborhood Planning Program Manager | leahf@seuplift.org
Please title email: TC Proposal_ *Name of Organization*

Questions should be submitted by email to Leah Fisher (leahf@seuplift.org) and Sydney Mead (sydney@habitatepropertymanagement.com) on or before Wednesday March 22nd 2017.

All interested parties are invited to attend a viewing of the space. This optional viewing is an opportunity to walk the site and view the space, staff will not be able to answer questions about this RFP. Please RSVP to Leah Fisher (leahf@seuplift.org) if you are interested in attending: Thursday March 16th from 3-6pm

SE Uplift will make a final selection within thirty (30) days of the RFP closing.

SE UPLIFT RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS.



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EXHIBIT B

Proposed Lease Term Sheet

Seeking a Non-Profit (501c3) with a community focus or mission fit with SE Uplift

Location: 5633 SE Division Street, Portland, OR 97206

Zoned: Commercial Storefront (CS), last used as a Restaurant/Cafe.

Premises: Approximately 1,005 square feet interior area, with outdoor patio and seven parking spaces. Property size with parking and patios is approximately 14,040 square feet. Existing Play structures and sand box.

Lease Term: Termed Lease of 24 months. As the property may be redeveloped or sold at the end of this lease period, renewal options are not available.

Monthly Rent:

Lease Year 1: \$1,775 per month

Lease Year 2: \$1,800 per month

Property Taxes: Last taxes paid in 2006 and were \$2,604.46. Since that time the space has housed a tax exempt non-profit.

Tenant Improvements: Space delivered to tenant as a finished shell. All modifications and improvements will be made by the tenant with the approval of the Owner's Agent.

- Floor: Concrete
- Interior Surfaces: Clean and Painted
- Exterior Surfaces: Clean and Painted
- Parking Lot: Seven Spaces, one ADA space.
- Roof: Repaired
- Electrical: newer electrical service; 200 amp panel; interior and exterior lighting.

Utilities: All utilities for premises to be paid by Tenant.

Insurance: Tenant to provide personal property insurance and liability insurance and indemnify SE Uplift and Habitate Property Management.

Lease Deposit: Refundable deposit of \$1,775 upon execution of lease.