

Dunedin Fine Art Center
1143 Michigan Blvd.
Dunedin, Florida 34698
Tenant Café Operator
Request for Proposal (RFP) Advertisement



Dunedin Fine Art Center
Request for Qualifications
RFP 20200818-01
Palm Café Tenant - Operator Services

The Dunedin Fine Art Center of Dunedin, Florida located at: 1143 Michigan Blvd., Dunedin, Florida 34698 (hereinafter referred to as DFAC) is seeking sealed proposals from qualified individuals, firms, or providers to provide the DFAC with management and operation of the Palm Café located within the Founders Hall main lobby at the Dunedin Fine Art Center for an initial contract lease term of five (5) years. The kitchen, service court and front of house spaces will be outfitted with a completely new kitchen, walk in cooler-freezer and fixtures to be substantially completed late in the 4th quarter of 2020. The proposed operator shall provide the following key elements: Point of Sale System, vendor provided coffee brewer as specified on drawings, the appropriate count of tables and chairs with the approval solely at the discretion of DFAC and operating supplies, small-wares, disposables, food and beverages. DFAC has assembled a Programming and Kitchen Capabilities report to provide the potential tenants with a clear understanding of the breadth of food the kitchen can produce. This report and complete RFP will be sent to each qualified and experienced proposer after receipt of your initial submittal.

To be considered, prospective “tenants and operators” shall submit sealed Qualification and Experience packages which shall be received at the DFAC, to the attention of: Dave Barton, Vice President/Chef Financial Officer at the above address; by **Thursday, September 30, 2020 before 3:00 pm local time. No late submittals shall be accepted.**

Upon receipt, review and acceptance of your Qualifications, Experience and Letter of Interest, DFAC will forward a copy of the complete RFP, Programming and Capabilities brochure for your review. All further documents, information and site visits shall be obtained and scheduled by written request from Dave Barton at: dave@dfac.org or George Ann Bissett at: gabissett@dfac.org Any further addenda, corrections or responses to Requests for Information (RFI) will be issued by Dave Barton to all bidders.

Proposals submitted shall be qualified to do business and licensed in accordance with all applicable laws of the state of Florida, County of Pinellas, City of Dunedin where the Dunedin Fine Art Center, The Palm Café space is located.

Dunedin Fine Art Center encourages all *qualified* small, minority and women owned business enterprises to bid on the management and operation of The Palm Café.

Dunedin Fine Art Center reserves the right to reject any or all proposals and to waive irregularities therein and all Proposers shall agree that such rejection shall be without liability on the part of Dunedin Fine Art Center and City of Dunedin, Florida for any damage or claim brought by any Proposer because of such rejections, nor shall the Proposers seek any recourse of any kind against the Dunedin Fine Art Center and City of Dunedin, Florida because of such rejections. The filing of any Proposal in response to this invitation shall constitute an agreement of the Proposer to these conditions.

DUNEDIN FINE ART CENTER TENANT APPLICATION FORM

Please provide a detailed description of your current company, services and experience.

Company structure: Florida Corporation __, LLC. __, Sole Proprietorship__, Sub S Corporation __, /
Month, Day and Year Corporation Formed: _____

Company Main Address: _____

Company Contact: Phone _____, Email of Principal Owner: _____

Names & Titles of Co-Owners, Partners, or Board Members
(Also list Names & Titles of persons with written authorization/resolution to sign contracts)

Names	Title	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____

Company Shareholders and percentage of ownership:

Tenant Corporate FEIN: _____

Florida Tax Resale Certificate No.: _____

Trade References: Including Contact email or phone, Name and Title

Supplier: _____

Supplier: _____

Supplier: _____

Bank Reference: _____

Personal Reference: _____

List the (3) most recent food service operations; whether opened or closed. If closed please provide an explanation. Include; name of operation, type of operation, type of facility, address, how many years in business, approximate annual revenue; for more space please insert a plain page.

- 1) _____

- 2) _____

- 3) _____

Submit sample menus of your previous operations with date and year. Provide any photographs as available. Include any published testimonials.

Letter of Banking History

Submit a letter from your primary bank indicating your financial condition as of the date of this RFP.

Letter of Insurance History

Submit a letter from your insurance agent indicating your insurable condition and any past events as of the date of this RFP.

DUNEDIN FINE ART CENTER
By: Dave Barton
Title: Vice President/CFO
Advertised Date: 08/28/2020