

FARMERS' MARKET BUILDING LEASE CRITERIA

Proposals received by the City of Saskatoon (City) for the Lease of the Farmers' Market Building will be evaluated based on the following criteria. This criteria was approved by City Council for the Request For Proposals (RFP) for the Lease of the Farmers' Market Building in River Landing, released in October 2018.

1. Experience

Proposals will be evaluated on the basis of information outlining demonstrated management experience, organizational capacity, and proposed governance as follows:

- Demonstrated track record in developing and/or operating/managing a business or same/similar type of entity/venture.
- Demonstrated financial capacity to support operations over the term of an agreement; Management resumes, financial references.
- Demonstrated organizational structure; existing or proposed skill-sets for governance and/or staff positions. Composition of who they are, whether that be owners, members, or investors.

2. Business Plan

Proposals will be evaluated on the strength, creativity, innovation and demonstrated feasibility of the Business Plan as follows:

- Proposed operating plan; financial projections demonstrating viability, ability to meet the objectives outlined in the Approach Criteria (below), ability to cover lease-related costs, and an ability to make necessary leasehold capital improvements.
- Proposed transition plan; proposals are to include information describing anticipated leasehold capital improvements and an associated timeline for opening for business to the public.
- Proposed approach for a reporting plan against identified Farmers' Market Building Tenant Metrics, including how they will be achieved once operating the building.

3. Approach

Proposals will be evaluated based on the approach to meeting the City's objectives of animation and local food/products as described below:

Animation:

- Description of how animation of the public facility and farmers' market, including business activities at minimum six-days-a-week, year-round will be achieved.
- Description on the approach for the usage of the commercial kitchen.
- Description of how the site will be animated to be a 'food hub', including food and beverage offerings for customers (i.e. restaurants, food stalls, dining area, etc.).

- Description of approach for participation in River Landing or nearby festivals, special events, etc; plans for developing, attracting, accommodating, and/or maintaining operating hours during special events.
- Description of use of Market Square (located outside the building), and the adjacent roadway.
- Description of any additional creative or innovative concepts for developing and managing an animated public facility and farmers' market.

Local (Saskatchewan) Food/Products:

- Description of inclusion of local (Saskatchewan) content (food/products).
- Description of what products would be available, such as a variety of food/agricultural products offered to ensure a wide selection for customers (i.e. meat, fish, poultry, produce, cheese, eggs, flowers, wine/beer/alcohol, etc.).
- Description of what products would be available that complement food items, such as arts, crafts, baking, etc.
- Identify dedicated farmers market days (at a minimum of two days a week at the site).