

# Request for Proposal

## Request for Proposal to Lease the Jules Nunez Lafitte Fisheries Market

### INTRODUCTION

The Town of Jean Lafitte (“Town”) is seeking proposals for the lease and operation of the Jules Nunez Lafitte Fisheries Market, owned by the Town and located at **920 Jean Lafitte Blvd, Lafitte, LA**. The Town’s development objectives for the property are to have a local, New Orleans based company (“Tenant”) lease and independently operate the facility at a rate acceptable to Town and Tenant, with the intention of showcasing the rich history and culture of Lafitte and the Barataria Basin. The Jules Nunez Lafitte Fisheries Market (“Property”) should serve to highlight the area’s culture and heritage as a fishing village; to bolster the image of Lafitte as a tourist destination; to aid local businesses with an influx of tourists to the area; to provide a venue for live entertainment; and to provide a market for the sale of seafood and crafts, while remaining family-friendly and appealing to local residents.

### SITE FACTS

The Property is contained within Rosethorne Park. “Jean Lafitte Tomorrow,” the Town’s resiliency plan, which was adopted April 2013, highlights the town’s commitment to sustainable development tailored to Lafitte’s unique geography. The construction and operation of the Jules Nunez Lafitte Fisheries Market fulfills part of the plan’s objectives. The plan can be viewed at <http://www.townofjeanlafitte.com/town-plan>.

The Town expects to receive a monthly fee of \$10,000 for the lease of the Property as outlined in the attached Exhibit A. The Property fronts Bayou Barataria. The facility features access to water, sewerage and 400 amp electrical service.

### ESTIMATED FAIR REUSE VALUE OR ASKING PRICE

An estimated fair value of \$3,600,000 has been determined for the Property. The Town’s agent for the Property has been authorized to quote an asking price of **\$10,000 per month NNN** or approximately **\$7.50** per square foot annually. The Town reserves the right to re-value the site based on responses to the request for proposal (RFP) and the specific proposals submitted.

## **PROPOSAL DEADLINE**

Proposals will be accepted **through October 15, 2015 at 5:00 PM CDT.**

### **Proposal submission**

Proposers must submit copies of their proposals as follows: **one unbound copy and one electronic version** in Microsoft compatible or PDF format attached to an e-mail to agent James Barse at [jbarse@latterblum.com](mailto:jbarse@latterblum.com). Hard copies of proposals must be on standard 8 ½" by 11" paper. All supporting documentation must be on paper no larger than 11" by 17". Faxed proposals will not be accepted. Proposers may choose to provide additional sets if and when invited to do so for presentation purposes. Submissions will not be returned.

Proposals shall be delivered to the Town's agent on or before:

**October 15, 2015  
5:00 PM CDT**

To:

**James Barse, CCIM, SIOR  
NAI/Latter & Blum, Inc.  
5329 Pitre Drive  
Marrero, LA 70072**

Proposals received after the deadline will not be accepted. It is neither the responsibility nor practice of the Town or its agents to acknowledge receipt of any proposal. It is the Proposer's responsibility to assure that a proposal is received in a timely manner.

## **RFP INQUIRIES**

Proposers may direct questions to the Town's agent, who is representing the Town on the Property:

James Barse, CCIM, SIOR  
NAI/Latter & Blum, Inc.  
Email: [jbarse@latterblum.com](mailto:jbarse@latterblum.com)  
Phone: [504-340-9339](tel:504-340-9339)

The aforementioned agent has been assigned the task of negotiating the RFP and lease terms, answering respondents' inquiries, and discussing business proposals for the operation of the facility. If you would like to tour the property, please contact the agent at 504-340-9339 to schedule a showing.

## PROPOSAL CONTENTS

Proposals must include the following:

1. A cover page that includes the following information:
  - a. Tenant's name and mailing address
  - b. Tenant's current legal status: corporation, partnership, sole proprietor, etc.
  - c. Contact person's name, title, phone number, fax number and e-mail address
  - d. Signature of authorized corporate officer for each entity proposing as a partnership or team
2. A **description (narrative & preliminary plans) of the proposed business operation** (e.g., types of live entertainment to be offered, types of food operations, events, etc.) If the business operation is proposed to be phased, the narrative should clearly define the components and timing of each phase and the nature of the implementation of each phase.
3. An **identification of the entities** that will be involved, a description of the roles they will play and a summary of the team's past experience. A description of each of the entities' experience in developing similar projects must be included, including location, type of development, proposer's role(s), cost of project, funding sources, status of project, and information about any continued financial or operating interest in each. Include any relevant experience with public entities, including reference contact information. The Town may ask for supporting documentation substantiating claims of previous experience. Summarize any lawsuits to which the responder or any principals of the responder have been a party. Respondents must also provide two years of financial statements, which may be submitted confidentially to Town's agent.
4. A **preliminary operating pro forma** showing the business income and expenses over the term of the lease.
5. A **description of the public benefits** to the Town, the New Orleans area and tourists who will visit the Property and Tenant's business operation.
9. A **proposed timeframe** for the business development, including identification of any conditions that must be met before the proposal can become a reality. The schedule should include the time needed to obtain financing, consummate a lease agreement, secure permits and approvals, prepare the site, and begin operations.
10. Any **other relevant information** that would help Town staff understand and evaluate the concept.

The contents of the proposal and any clarification to the contents submitted by the successful proposer may become part of the contractual obligation and be incorporated by reference into the lease contract between the selected Tenant and the Town.

Prospects responding to this RFP are not required to provide a good faith deposit on the land with their proposals. However, the Tenant whose proposal is ultimately selected by the Town Council must make the required deposit at the time of selection.

## **EVALUATION CRITERIA**

In reviewing potential business development concepts, the following criteria are among those that will be considered:

1. The experience and the financial and organizational capacity of the business in successfully planning and completing development projects of similar type and scale, on time and within budget
2. The extent to which the proposed development is in compliance with the Jefferson Parish zoning code, the Town's comprehensive plan and other relevant planning documents for the area
3. The extent to which the project can move forward on a timetable that will coordinate with the goals of the Town and any other development in the area
4. The financial feasibility of the project
5. The anticipated ability of the Tenant to secure necessary funds
6. The public benefits that would be provided by the project and the adherence to the goals of the Town as outlined on Page 1 of this RFP document
7. Overall quality of the submission
8. Review of related previous experience

The Town may, in its sole discretion, expand or reduce the criteria upon which it bases its final decisions regarding selection of a Tenant.

## **REVIEW/SELECTION PROCESS**

A committee that will include Town staff and the Town's agent, James Barse, will review proposals received by the due date. Some or all of the proposers may be requested to present their proposals to the review committee and/or neighborhood organizations. It is hoped that this review process will be completed by **November 23, 2015.**

The review committee will then make a recommendation as to the Tenant that best meets the evaluation criteria. This recommendation will be considered by the Mayor of Lafitte and then forwarded to the Town Council for action.

**The Town reserves the right to reject any or all proposals or parts of proposals, to negotiate modifications of proposals submitted, and to negotiate specific work elements with a proposer into a project of lesser or greater magnitude than described in this RFP or the proposer's reply.**

## TIMING

It is the Town's desire that a lease contract be executed with the selected proposer by **December 15, 2015** and that the business operations would begin by **January 1, 2016**.

Following is the anticipated timeline:

Pre-proposal meeting at the  
Town Hall Council Chambers,  
2654 Jean Lafitte Blvd.,  
Lafitte, LA 70067:

September 28, 2015  
10:00 AM

Submission deadline for proposals:

October 15, 2015

Review/evaluation of proposals review:

October 19 through  
November 22, 2015

Recommendation to Town Council on the  
selected developer:

November 23, 2015

Final action by Town Council:

December 1, 2015

## TOWN CONTRACTING REQUIREMENTS

The selected Tenant will be required to enter into a lease contract with the Town and comply with any applicable Town requirements. These requirements vary depending upon the type of development and the source and amount of public investment, if any, and may include, without limitation, the payment of prevailing wages for construction, the preparation of affirmative action plans, competitive bidding, compliance with the Small and Underutilized Business Enterprise program or equivalent federal program, and Business Subsidy Act/Living Wage Policy, and reporting requirements for those programs. Some of the standard requirements are further discussed below, but the following list is not exhaustive. Proposers unfamiliar with these standard requirements are urged to seek further information.

**Hold Harmless:** The Tenant shall agree to defend, indemnify and hold the Town and its agents harmless from any and all claims or lawsuits that may arise from the Tenant's activities under the provisions of the development agreement, that are attributable to the acts or omissions, including breach of specific contractual duties of the Tenant or the Tenant's independent contractors, agents, employees or officers.

**EXHIBITS:** Link to address information

**EXHIBIT A: URL for Additional RFP Information**

[www.JamesBarse.com/TownofJeanLafitte](http://www.JamesBarse.com/TownofJeanLafitte)