

Town of Smithfield
REQUEST FOR PROPOSALS
July 1, 2013
SUB LEASE OF REAL PROPERTY
315 MAIN STREET

About the Property

The Town of Smithfield is accepting proposals from individuals or companies interested in sub-leasing a portion of property located at 315 Main Street in historic downtown Smithfield, Virginia. The town leases this property, formerly known as the V.W. Joyner Property (Smithfield Ham & Products), on a calendar year basis from The Smithfield Packing Company, Inc. All that remains of this historic meat packing business site is the small one story 1920's era vernacular cottage structure that has been used for office and retail use over the years. The overall property is further described as Isle of Wight County Tax Map and Parcels 21A-01-262 & 263.

From December 2003 through December 2011 this small structure fronting Main Street housed the Town Manager's Office. This past year it was sub leased for retail use, however that sub lease just concluded June 30, 2013 and the space is now available again for sub lease along with the parking area located immediately to the side of the building. The parking area located behind the building is utilized for public parking and the vacant land behind the public parking area down to Cedar Street known as Joyner Field is used for special events at various times throughout the year.

The property zoning is "D" (Downtown District). This is a prime retail location, adjacent to the Visitor & Arts Center @ 319, with pedestrian access directly onto Main Street. The property will be leased as is. However, please note that the most recent tenant restored or otherwise improved much of the interior space and the current owner recently repaired and repainted the exterior of the building this year. The interior square footage equals approximately 736 square feet and there is one small unisex bathroom addition.

Desired Site Usage

In 2009 the Isle of Wight County Department of Economic Development funded a study aimed at continuing the revitalization of Historic Downtown Smithfield. The firm of Sanford Holshouser was selected to perform the study and they worked closely with the Isle of Wight/Smithfield/Windsor Chamber of Commerce. An important part of the process was to gain input from the public and current stake-holders downtown.

It is the goal of the Town of Smithfield to create a vibrant "experience" destination downtown for locals as well as visitors. We also wish to encourage the location of new businesses and provide support for existing businesses. Further the town desires to accommodate selected start up retailers or service providers and establish a small

business incubator or multi-tenant space in downtown Smithfield. The study, as a result of the survey input process, identified the following types of retail and restaurant uses as being desirable to attract downtown:

Retail: Bookstores, Art Galleries and Studios, Craft Shops, Specialty Food/Grocery Stores, Variety Stores, Quality/Specialty Clothing Stores, Wellness/Fitness Facility/Spa, Sweet Shops, Hardware/Boating Supplies, Expansion of the Farmer's Market, Kitchen Gourmet, and Wine & Cheese Shops.

Restaurant: Sandwich Shop/Delicatessen, Coffee Shops, Casual Italian, Pub/Micro Brewery, Internet Café, Casual Seafood/Raw Bar, High End Dining/Tea Room, Colonial Style Eatery, Southern Cooking/Smithfield Ham Dishes, Sidewalk/Outdoor Dining.

Subsequently in 2010 the town created the Smithfield Arts and Cultural District within the town's National Register Historic District to encourage qualified arts organizations to locate therein. Some of the above desired uses have subsequently been or are in the process of being added downtown. For this property the town desires a use that will be open to the public seven days a week.

Proposal Requirements

Proposals to sub lease the aforementioned space from the town must include:

1. A detailed description of the proposed use of the property;
2. Proposed lease period; and
3. Name, contact information, experience and references of tenant/sub lessee.

The building will be open for public viewing by interested parties on Friday, July 5, 2013 from 1:00 p.m. to 3:00 p.m. All proposals must be received by 5:00 p.m. on Monday, July 15, 2013. Proposals must be received via electronic submission to Town Manager Peter M. Stephenson by email to pstephenson@smithfieldva.gov. Request receipt confirmation. All questions regarding this RFP should be sent to the same email address.

Proposals received may be subject to public disclosure under the Virginia Freedom of Information Act. It is anticipated that proposals will be reviewed by the Smithfield Town Council Public Buildings & Welfare Committee on Tuesday, July 23, 2013. The town reserves the right to reject any and all proposals. Proposal review criteria will include how well the proposed use meets the downtown revitalization goals. The Smithfield Town Council may negotiate the terms of lease with the prospective tenant/sub lessee based on a ranking of the proposals received. Such negotiations would be made in confidence through the Town Attorney and Town Manager.