

**REQUEST FOR EXPRESSION OF INTEREST
DISTRICT OF COLUMBIA PUBLIC LIBRARY
FOOD AND BEVERAGE OPERATIONS
AUGUST 15, 2018**

BACKGROUND

The DC Public Library (DCPL) is an independent agency of the District of Columbia Government consisting of a central downtown library and 25 neighborhood branch libraries. DCPL is a vibrant center of activity for residents and visitors in the nation's capital. The library provides environments that invite reading, learning and community discussion and equips people to learn all their lives, to embrace diversity and to build a thriving city. We are proud to be a recognized force in the community for engaging the mind, expanding opportunities and elevating the quality of life.

The Martin Luther King Jr. Memorial Library, D.C.'s central downtown library, is undergoing a complete modernization. The \$210 million rehabilitation, once complete in 2020, will become the center of activity for the already vibrant Chinatown area of Washington, DC. The new flagship library will house a spectacular, vibrant and transparent entryway; sculptured monumental stairs; large auditorium and conference center; creative spaces for fabrication, music production and art creation; double-height reading room; newly designed special collections space for researchers and research enthusiasts; a roof top event space with terrace, and ground level café with patio. To get a glimpse of building designs, see <https://youtu.be/LUYR4F2AxUY>.

With the development and availability of up to 4,300 square feet (sf) of prime ground-level retail café space along with a spectacular 14,900 sf rooftop that includes flexible special event space with catering kitchen, DCPL is issuing this Request for Expression of Interest (RFEI) to explore a workforce development model for food and beverage operations (FBO) for its café and/or catering services within the new Martin Luther King Jr. Memorial Library.

DCPL desires to collaborate and enter into a long-term partnership with an organization that will develop, manage and operate a workforce development centric food and beverage operation that complements the library's objective to be a classroom, community hub, and innovation lab for the city. The FBO will provide development and training opportunities in the food and hospitality industry, along with education and public programming related to local foods, healthy eating and entrepreneurship. While specifics of the program will be designed as a collaboration between the partner and DCPL, current ideas include: full management and operations of a casual food café; purveyor of catering services for the rooftop special events space, seasonal farmer's market under the outdoor loggia of the new library, a children's garden or other rooftop garden, and a pop-up "food lab" for culinary demonstrations to name a few. In addition to providing robust apprenticeship opportunities and paid employment for District of Columbia

residents, DCPL anticipates that the workforce development model for food and beverage operations will:

- a) Provide specific skills and knowledge leading to a portable profession in the food service or hospitality industry;
- b) Achieve support from local cafe and restaurant owners eager to hire workers for much needed front-line positions;
- c) Teach the foundation of hospitality while promoting the long-term available career pathways; and,
- d) Promote professionalism, confidence, positive work ethics, and the soft skills needed for long-term success.

PURPOSE

The District of Columbia Public Library is issuing this RFEI to solicit input from food service industry leaders interested in developing, managing and operating a local workforce development model for food and beverage operations at the future new Martin Luther King Jr. Memorial Library through the ground-level café AND/OR through catering services for the rooftop special events space. Responders can submit expressions of interest for either or both services. DCPL will be evaluating those Expressions of Interest received and developing a short-list of responders. These companies may be issued a Request for Proposal document at a later date.

SUBMISSION REQUIREMENTS

Responses shall be up to twenty-five (25) pages total. Include a brief summary of two (2) page or less of organization background. The remaining pages shall be used to respond to the RFEI criteria below. Your response shall address the following:

I. Approach

- A. This section must discuss, at a minimum, your approach to local (District of Columbia) workforce:
 - 1) Screening;
 - 2) Training or Instruction;
 - 3) Employment; and
 - 4) Post-Employment Placement.

The above should be specific to the desire set forth within this RFEI.

- B. This section should also address your approach to achieving high quality food and beverage services and offerings along with innovative ideas for collaborating with DCPL on public programming, education and awareness related to local foods, healthy eating and entrepreneurship.

II. Relevant Experience

This section must include:

- a) A listing of recent relevant project experience, categorized to address your experience in providing food and beverage operations within a workforce development model.
- b) A description of the personnel type that worked under the model.
- c) Relevant past or current initiatives undertaken that reflect a summary of scope, partners, locations, and outcomes.

III. Personnel

This section must include:

- a) Identification and brief description of experience of key organization personnel, categorized to support the desire set forth in this RFEI. Resumes may be included as an appendix.
- b) Statement of total local staff complement.

RESPONSE INSTRUCTIONS

DUE DATE

Responses are required to be submitted before **2:00 p.m. EDT, September 25, 2018** to diane.wooden2@dc.gov

BUSINESS SENSITIVE, PROPRIETARY, OR OTHERWISE CONFIDENTIAL INFORMATION

If your company chooses to submit any business sensitive, proprietary, or otherwise confidential information, it must be marked as proprietary or restricted data in the response and it will be treated as such.

QUESTIONS AND ANSWERS

Questions regarding this RFEI shall be submitted to Diane Wooden, Chief Procurement Officer at diane.wooden2@dc.gov and marked “DCPL Food and Beverage Operations RFEI Questions”. All questions shall be submitted by **September 10, 2018**.

DISCLAIMER AND IMPORTANT NOTES

This is a RFEI issued solely for information and program planning purposes; this RFEI does not constitute a formal solicitation for proposals. Your response to this notice will be treated as information only. DCPL will not provide reimbursement for costs incurred in responding to this RFEI. Respondents are advised that DCPL is under no obligation to provide feedback to respondents with respect to any information submitted under this RFEI. Responses to this RFEI do not bind DCPL or the District of Columbia Government to any further actions related to this topic.