



**REQUEST FOR PROPOSALS
OPERATION OF
TAUNTON TERMINAL
DINER/COFFEE SHOP AREA**

The Greater Attleboro-Taunton Regional Transit Authority (GATRA) is accepting proposals for the operation of the Taunton Terminal diner/coffee shop. The facility is at the GATRA Bus Terminal Building, 10 Oak Street, Taunton, MA, and operates Monday through Saturday. Weekend bus service operates on a limited schedule at the facility.

GATRA is looking for proposals from potential tenants for the day-to-day operation of the diner/coffee shop. The minimum operating hours will be 7:00 am – 5:00 pm Monday through Saturday and Sunday operation is discretionary. The diner area is about 1200sf, including the diner/grill area, dish room, and dry storage area. A schematic floor plan is attached for planning purposes.

The deadline for submitting proposals to GATRA is 2:00 p.m., Monday October 7, 2024. Two copies of the Proposal should be submitted to Jon Higgins, Director of Facilities, GATRA, 10 Oak Street, 2nd Floor, Taunton, MA 02780. Proposal envelopes should be clearly marked "Proposal for Operation of Taunton Terminal Diner/Coffee Shop." Electronic copies will not be accepted.

A Pre-Proposal meeting will be held Friday September 20, 2024, at 11:00 a.m. at the GATRA Administrative Offices, 10 Oak Street, 1st floor conference room, Taunton, MA to answer questions. A tour of the facility will be included. All proposers are encouraged to attend.

The following requirements must be met to operate the diner/coffee shop. For the purpose of this proposal, the term "lessee" shall be the successful candidate for operation of the station.

1. GATRA and the successful proposer will agree upon and sign a lease agreement for the operation of the coffee shop area.
2. Insurance for property damage and public liability must be maintained by the lessee with combined single limits of five hundred thousand dollars (\$500,000.00) for injury (including death) to any one person, and one million dollars (\$1,000,000.00) for any one accident resulting in bodily injury or death of more than one person and one hundred thousand (\$100,000.00) for property damage in any one accident. Said insurance policies must name the Greater Attleboro-Taunton Regional Transit Authority (GATRA) as an added insured.

Worker's Compensation Insurance must be maintained by the Lessee covering all persons employed by the Lessee in connection with any work done on or about the premises.

Insurance Policies shall be effective during the entire term of the lease. All insurance policies shall include an agreement by the insurer that it will not cancel such policy except after thirty (30) days prior notice has been given to GATRA.

The Lessee shall deliver certificates of insurance to GATRA on or before the commencement of the term of this agreement containing satisfactory evidence of the insurance that is required to be maintained by the Lessee and the Lessee shall, within thirty (30) days prior to the expiration of any such insurance, deliver satisfactory evidence of renewal of such insurance.

3. GATRA must approve all plans to undertake any renovations in the diner/coffee shop area. This will include any proposed changes to the interior or exterior of the terminal area. Commencement of operations contingent on municipal code approval and GATRA approval.

Notice of approval or disapproval of said plans and specifications shall be given to the Lessee within forty-five (45) days after such submission to GATRA. No work shall be commenced without such approval.

4. The lessee shall be responsible for ordinary maintenance and repairs of the diner/coffee shop equipment and ensure they are maintained in a good, clean, safe, and tidy condition. All paper products shall be supplied at the lessee's expense.
5. The lessee must remove solid refuse waste generated at the diner/coffee shop to an onsite dumpster. Waste oil from fryolators must be disposed of by a licensed firm at lessee expense.
6. The hours of operation must be, at a minimum, from **7:00 AM to 5:00 PM Monday through Saturday and Sunday operation is at lessee option.**
7. All Lessee equipment and effects on the leased property shall be there at the sole risk and hazard of the Lessee.
8. Lessee shall hold harmless and indemnify GATRA from any liability arising out of the operation of the coffee shop area that is due to the negligence of the lessee or the Lessee's contractors, agents, customers, servants, or employees, or arising from any accident, injury, or damage whatsoever caused to any person, or to the property of any person occurring during the term of the lease in or about the leased property, or arising from any accident, injury or damage occurring outside of any of the leased property but within the Transit property of which the leased area is part, where such accident, damage or injury results or is claimed to have resulted from an act or omission on the part of the Lessee.
9. Lessee will be responsible for paying to GATRA a monthly rental fee that will be agreed upon by both parties prior to execution of the lease agreement.
10. The Lessee shall, at its sole cost and expense, comply with and shall cause the premises to comply with all Federal, State, County, Municipal and other governmental statutes, laws, rules, orders, regulations, and ordinances properly applicable to the premises or any part thereof, or the use thereof. Lessee will obtain all necessary permits, licenses, etc., from the City of Taunton or other agencies to conduct the type of business that it intends to operate in the coffee shop area of the terminal.
11. Lessee agrees not to sell or distribute tobacco products or liquor at or from the premises.
12. The lessee shall agree to give out schedule information for GATRA bus services.

GATRA will provide the following services to the Lessee:

1. Supply exterior lighting for the parking lot areas and platforms, general exterior maintenance, sweeping and landscaping services at its expense.
2. Responsible for undertaking all major repairs to the station facility, excluding the area to be designated as the vendor area for the diner/coffee shop operation.
3. Allow for a variety of uses for the coffee shop area, including but not limited to a dry cleaning drop off/pick up business, or any other Rider convenience services as may be proposed by the Lessee, but such uses must be approved by GATRA before implementation by the lessee. It is the intention to give the lessee as much flexibility in the operation of its business as possible.
4. Supply electricity, water, and natural gas to the diner/coffee shop at its expense.

5. Provide restroom facilities and cleaning at its expense. Restroom facilities will be provided to diner/coffee shop patrons, the riding public, and visitors to the terminal building.
6. GATRA will be responsible for snowplowing operations of the parking lots only. In addition to snow clearance of pedestrian sidewalks on GATRA property allowing access to the premises.
7. GATRA will provide all equipment and furnishings currently installed in the diner/cafe area to include but not limited to tables/booths, chairs, refrigerator, dish washer, three bay sink, two (2) sandwich stations, grill, stove/oven, fryolator, ice machine, coffee stations, and display case.

The proposals submitted will be evaluated by GATRA and a decision will be made based on the following criteria:

1. Degree of responsiveness to GATRA's Request for Proposal.
2. Background of the firm and experience in managing coffee shop/restaurant facilities.
3. The monthly rental figure to be paid to GATRA as proposed by the lessee.
4. The proposer's projected plans for the use of the diner/coffee shop area.
5. Evaluation of the proposer based on interview with GATRA evaluation committee.

The proposer should submit the following information to GATRA:

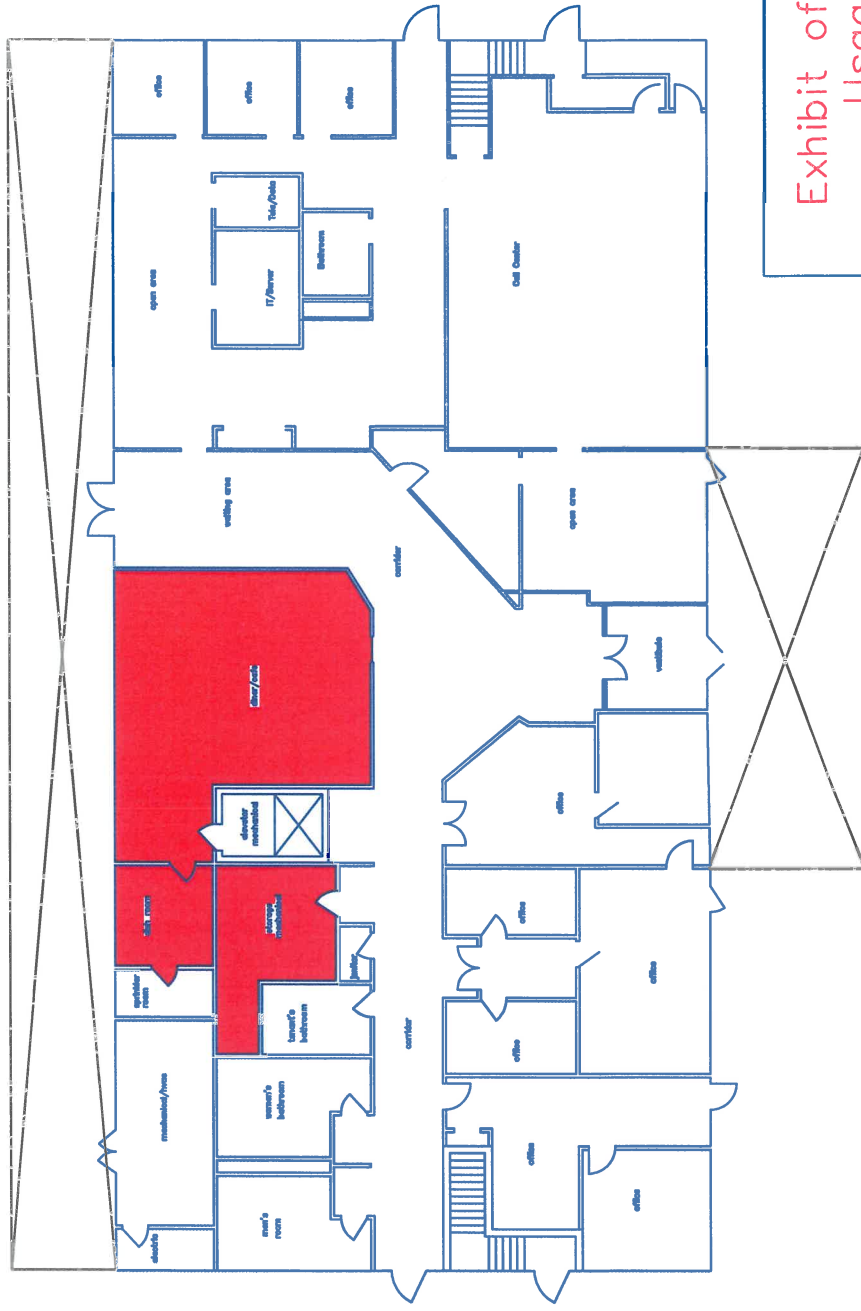
1. Detailed information regarding the background of the proposer in previous and current business enterprises.
2. Resumes or other information about personnel responsible for operating the coffee shop area.
3. A monthly figure which the proposer feels it would be willing to pay to GATRA as rent for use of the diner/coffee shop area considering the above noted requirements and conditions.
4. A detailed plan of what the proposer intends to do at the coffee shop as far as business operation. This would include the types of business activities that the proposer intends to undertake at the coffee shop/waiting room area and the proposed equipment.
5. All proposed build-out plans of the vendor area that the proposer would like to undertake.

GATRA intends to make a decision as soon as possible. A decision will be made on the proposals after interviews with the qualified applicants have been completed.

If there are any questions regarding the information contained in the Request for Proposals, please feel free to contact Jon Higgins, GATRA Director of Facilities at 774-226-1272 or jhiggins@gatra.org.

Mary Ellen DeFrias
Administrator

Bus Docks



Oak Street

Exhibit of Lease Usage

GATRA
10 Oak Street
Taunton, MA

Note:
Hatched area shows limits
of "Leased Premises"

