

Memorandum

Date: August 6, 2019
To: Mayor and Council
From: Kelly Barrett, Borough Administrator
RE: Lease of Retire Utility Building

Please be advised that the RFP for the Renovation and Lease of Retired Utility Building for use as a Food Concession was advertised on July 11, 2019 with a submission date no later than July 31, 2019. The following RFP packets were received on July 31, 2019:

TM Foods c/o Tom Moore, 12 Harold Johnson Place Cranford, NJ. The proposal outlined the food concession: full service menu, equipment to be used, efforts to promote recycling and a storm preparedness plan. Proposed annual rent of \$15K no term included.

Currently operates food concession/snack bar in Deal and Loch Arbour.

John Grillo, proprietor of Beach Plum Ice Cream and Perfect Perk Coffee Shop, has been part of the Bradley Beach business community for over 20 years, verbally advised the concession would provide a full service restaurant and all financials would be provided prior to the agreement. Mr. Grillo submitted two detailed options for the renovations of the building which included complete rehab interior and exterior of the building. Single level option: 10 year lease - \$3,000 per season or a Two story option: 15 years - \$5,000 per season. The proposal included detailed plans/drawings of the renovated building.

Currently owns Beach Plum Ice Cream and the newly renovated Perfect Perk Coffee Shop.

David Brown, QPA, reviewed the RFP's and his recommendation was to include under conditions of the contract the "Financials Statements" be submitted to the borough.

Mayor Engelstad, Biagio Cofone and myself reviewed and scored the RFP's using the following ranking: Use 25%, Financial 30%, Rent 15%, Experience 20% and Sustainability 10%. All three of us ranked Mr. Grillo's RFP higher than Mr. Moore's submission. Therefore, I recommend John Grillo be awarded the bid/contract.

I will prepare a resolution for the governing body to vote on awarding the contract at the Council meeting of August 13, 2019