Request for Proposals (RFP)

Activation of 2211–17 Frankford Avenue (2027-2028 and beyond)

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1. Introduction & Background

About NKCDC

New Kensington Community Development Corporation (NKCDC) is a community development corporation that advances social equity & economic empowerment by

nurturing and creating opportunities for neighbors to live in, and actively shape, their neighborhoods of choice.

Our organization provides a wide range of services—real estate development, housing counseling, small business assistance, corridor cleaning, workforce development, food and nutrition access, urban agriculture programming, violence intervention, community health resources—to neighbors across the Kensington, Port Richmond, and Fishtown neighborhoods of Philadelphia.

Property Overview

2211-17 Frankford Avenue is an open lot, owned by NKCDC for over 20 years, between Susquehanna St and Dauphin St.

It is approximately 6,000 SF, with 75’ of street frontage. A wooden fence separates the property from the street. There are wooden picnic tables and benches, several trees on the property, gravel ground cover, and a historic trolley. The historic trolley is not accessible or eligible for commercial use, as it lacks commercial kitchen equipment and cannot support such modifications.

Recent Uses

At NKCDC, we believe that residents should be active drivers in any process in their neighborhoods, and that communities are strongest when residents are at the center of community planning, implementation, and evaluation.

In spring 2022, NKCDC issued a Request for Proposals and **conducted a resident survey**, which led to Mural City Cellars opening an outdoor wine garden at 2211–17 Frankford Avenue during the warm seasons of 2022 and 2023.

A **follow-up survey** conducted by NKCDC in fall 2022 showed strong community support for continued use of the space as an outdoor vendor market, with 70% of respondents favoring its use to support small businesses and entrepreneurs.

After Mural City Cellars' two-season lease ended in 2024, NKCDC surveyed more than 1,000 community members who expressed interest in the continued activation of the spaces through a variety of occasional uses as well as an anchor tenant/food vendor. NKCDC has conducted yearly engagement efforts and has partnered with the following anchor tenants: Cantina La Martina in 2024, Slider Co in 2025, and El Fogon BBQ (operated by Casa Borinquena) in 2026.

2. Goal for Future Seasons and Eligible Uses

NKCDC is seeking an anchor tenant to host seasonal programming at 2211-17 Frankford Avenue from April through November 2027 and 2028. The tenant will activate the space with their own events and coordinate other uses of the space throughout the week. The tenant must be a licensed food vendor in the City of Philadelphia. Proposed programming should incorporate activities that include other local vendors from the Kensington, Fishtown and Port Richmond neighborhoods. All activities must be culturally inclusive,

family-friendly, and open to the public. While ticketed events are permitted, private rentals are not allowed. The tenant may be a partnership or collaboration of multiple entities; however, one entity must enter into a license agreement with NKCDC.

3. Site Rules

Open Hours

Events may take place at 2211-17 Frankford Ave daily from 9:00 AM – 8:30 PM Sunday through Thursday, and 9 AM –10 PM on Fridays and Saturdays. The selected tenant is not required to operate during the entirety of this timeframe; however, the space must be active between the hours of 5:00 PM – 8:30 PM on Thursdays and Fridays, and 1:00 PM – 8:30 PM on Saturdays and Sundays.

Noise

Amplified music and sound are not allowed between the hours of 9:00 AM – 5:00 PM on weekdays and 9:00 AM – 12:00 PM on weekends. Noise must be kept below 90 dB at all times and will be monitored by a decibel meter. All amplified music and sound must end by 8:30 PM on weeknights and weekends.

Clean-Up and Sanitation

Cleanup by the tenant is required following every event. Proposals must include a waste management plan and a pest control plan. Glass is not allowed on the premises.

Communications

Any communication referring to the property must use "2211-17 Frankford Ave" or "The NKCDC Trolley Lot". No other names, nicknames, branding, labels, or alternate descriptions may be used to refer to or promote the space.

Food Vending

All food vendors must comply with the City of Philadelphia's health and safety regulations. All vendors must have an active Commercial Activity License, Food Preparation & Service License and ServSafe Certification.

In accordance with these guidelines, all food vendors must provide an on-site handwashing station that meets Philadelphia food safety standards.

Applicants should note that there is no running water available on-site, and vendors must plan accordingly by supplying compliant portable handwashing stations.

Failure to comply with City health regulations may result in removal from the site.

Alcohol

Alcohol sales require a license from the Pennsylvania Liquor Control Board (PLCB), and zoning approval may also be necessary. Tenants must provide a Certificate of Commercial General Liability Insurance, written on an occurrence basis, with minimum limits of $1,000,000 per occurrence and $2,000,000 aggregate for personal injury, bodily injury, and property damage. NKCDC must be named as an additional insured. A plan for verifying age, including ID checks and the use of wristbands or stamps to identify patrons aged 21 and over, is mandatory.

4. Anchor Tenant Responsibilities

The selected anchor tenant must develop and manage a schedule of events that maintain alignment with NKCDC's mission and values, ensuring inclusivity and accessibility. The anchor tenant will be responsible for coordinating all scheduling and space logistics, including setup, cleanup, and security. The anchor tenant is expected to comply with noise limits, scheduling expectations, alcohol policy, and maintain required insurance coverage for hosting events at the space. The anchor tenant must be mindful that this property is located in a densely populated neighborhood and is strongly encouraged to cultivate positive working relationships with the neighbors.

5. Rental Details

Refer to Exhibit A in the appendix of this document for a template License Agreement and Exhibit B for insurance requirements.

Monthly rent for this space is $1,650. Each month will be paid in advance, with the first month's rent due on moving into the space.

A **security deposit equal to one month's rent ($1,650)** is required on selection of the anchor tenant and will be due by February 15th, 2027.

The deposit will either:

• be applied toward the final month of the license term, or
• be returned to the tenant at the end of the season if the property is left in acceptable condition.

For multi-year leases, both NKCDC and tenant may choose to terminate the lease within 30 days of the first year end. For multi-year leases, either NKCDC or the tenant may choose to terminate the lease by providing notice at least 30 days before the end of the first lease year.

6. Proposal Requirements

Applicants should email their proposals to Anthony Miller, amiller@nkcdc.org. Applicants may also complete the online application, which can be found on NKCDC social media. A full list of the application questions is below, and proposals should at minimum address each of the questions listed.

Proposal Deadline is **11:59 PM on November 23rd, 2026**.

Please provide as much quality detail as possible. If you would like to share supplemental information about your proposal, please email Anthony Miller.

Proposal Questions

Information about your organization:

1. Name
2. Address
3. Contact name and title
4. Contact email
5. Contact phone number
6. Tell us about your organization – what do we need to know about what you do and how you do it?

7. Tell us about diversity and efforts to promote equity in your organization
8. Does your organization have a relationship with the neighborhood around this property? If so, please describe.
9. How would this opportunity impact the growth of your business or organization?

Proposed use of space:

1. Share an overview of how you propose to use the space.
2. What are your proposed first and last dates for use of the space? (For example: April 1st, 2027 to November 10th 2028.)
3. What will be your hours operation at the space?
4. Do you propose to make any changes to the space? E.g., would you want to install any structures, bring furnishings, string lights overhead, park food trucks?
5. Do you have the funds you need to make any changes, or would you have to raise the money?
6. Who is the target audience for your proposed use?
7. How will you promote your proposed use of the space?
8. Could you please explain how you plan to price your items to ensure they are affordable for neighborhood residents? If possible, a sample menu or price list would be helpful.
9. What is your plan for staffing events and programs?
10. Will you partner with other organizations? If so, please provide details about the specific organizations and the programming that will take place.
11. How does your proposed use of the space align with NKCDC's mission, work and community-driven values?
12. Are you licensed as a food business in the City of Philadelphia?
13. Is your business able to meet the insurance requirements necessary to lease this space?
14. Is there any further information you would like NKCDC to know related to your proposal?

7. Selection Criteria

Proposals will be evaluated by NKCDC based on an equity rubric that prioritizes:

- Consistency with community priorities as expressed through NKCDC surveys and engagement processes and alignment with NKCDC's mission
- Qualifications and experience
- Quality of proposed programming
- Organizational capacity to deliver proposed activities
- Accessible pricing for the local community
- Opportunity for business growth and job creation
- Diversity of leadership and staff; experience in providing opportunities to racially and economically diverse individuals, partners, and vendors
- Thoroughness in considering site rules and compliance

8. Selection Process

Following the close of the application period on November 23rd, 2026, NKCDC will evaluate all proposals according to the priorities listed above under "Selection Criteria".

In collaboration with local civic organizations including East Kensington Neighbors Association and Fishtown Neighbors Association, we will carefully review each proposal. NKCDC will also ask neighborhood residents, especially near neighbors, to give input on proposals.

Neighborhood residents will have opportunity to give input and vote on proposals at events hosted at 2211-17 Frankford, and in community meetings. Input and votes will be possible by paper form or online form. Voting will take place during the month of December, 2026.

During the selection process, we may reach out to applicants for additional information or to set up meetings to discuss proposals.

We reserve the right to accept none of the proposals we receive, or to revise and re-issue this RFP at any time.

Based on NKCDC's careful, community-informed review of proposals, we will make a final determination, choose tenants for the 2027 season, and notify all applicants of the outcome by January 30th, 2027.

9. Timeline

- **RFP Release**: November 2nd, 2026
- **Proposals Due**: November 23rd, 2026 (11:59PM)
- **Tenant Announced**: January 30th, 2027
- **Programming Begins**: As early as April 1st 2026, or as late as May 1st

Appendix

Exhibit A
Sample License Agreement for Use of 2211-17 Frankford Ave.

LICENSE AGREEMENT FOR USE OF REAL ESTATE

This License Agreement ("Agreement") is made as of _____**, 2026** by and among **New Kensington Community Development Corporation** (the "Owner") and (the "Licensee").

Background

A. Owner owns two parcels of real property as further identified in this Agreement.

B. The Licensee wishes to use the property for the limited purposes described in this Agreement.

C. Owner is willing to grant the Licensee permission to use the real property for the purposes described in this Agreement, subject to all terms and conditions of this Agreement.

AGREEMENTS

NOW THEREFORE, in consideration of the Recitals above and the agreements below, the Owner and the Licensee, intending to be legally bound, hereby agree as follows:

1. **Location of Property:** Owner owns two parcels of real property located as follows (the "Property"):

   2211 and 2213-17 Frankford Avenue

   Philadelphia, Pennsylvania 19125

2. **Term:** The term of this agreement is from the date of this Agreement to November 22nd, 2027. There shall be no extensions without prior written approval of Owner.

3. **Grant of Rights:** Owner hereby grants to Licensee the privilege of using the Property as described in the Terms for License Agreement, attached as Exhibit A.

4. **No Liability of Owner:** Owner has granted the rights described in this Agreement to Licensee with the express understanding that Owner is assuming no duty to Licensee, its employees or agents, with respect to the use of the Property. Licensee agrees that Owner shall not be liable for any damage, theft or destruction of any property of the Licensee, nor for any personal injury to Licensee or its agents, arising in any way from the use by Licensee of the Property. Licensee further agrees to indemnify, defend and hold harmless Owner, its employees and agents, from and against any and all claims, demands or liabilities of any nature arising out of the use by Licensee of the Property or the presence upon the Property of any personal property of Licensee. This indemnity obligation shall include an indemnity for all costs incurred by Owner in defending against such claims, in negotiating any settlement of same, and any costs of mediation, arbitration or litigation of such claims, including reasonable attorneys' fees and costs of the dispute resolution process.

5. **Insurance:** Owner shall require Licensee to procure and maintain in effect insurance as described in Exhibit B ("Required Insurance Coverages for Licensee").

Owner shall be named as an additional insured on the policy, and Licensee shall promptly deliver to Owner a certificate of insurance showing that such insurance coverage is in effect, and providing in unequivocal terms that the policy shall not be canceled unless Owner has first received at least thirty days prior notice of such cancellation.

6. **Termination:** This Agreement does not vest any property rights in the Property in Licensee, and may be revoked by Owner at any time upon ten days prior written notice given to Licensee at _____.

7. **Transferability:** This Agreement may not be sold, assigned or transferred by the Licensee without the prior written consent of the Owner, which consent may be granted or withheld by Owner in its sole discretion.

8. **Entire Understanding:** This Agreement contains the entire understanding of the parties as to Licensee's permitted use of the Property. There are no agreements between the parties except those written in this Agreement. The parties agree that this Agreement cannot be amended except by a written amendment signed by both parties.

Terms for License Agreement

Owner	New Kensington Community Development Corporation ("NKCDC")
Licensee	
Property	2211 and 2213-17 Frankford Ave.
Term	EXAMPLE: April1st 2027 to November 22nd 2027 (Months between 11/22/2027 and 4/1/28 can be added upon mutual agreement of NKCDC and Licensee)

Extensions	Licensee may request term extensions in writing. Owner may, at its sole discretion, approve an extension of the term. There shall be no extensions without prior written approval of Owner.
Goals for the Property	Owner intends to use the Property to: ▪ Benefit the residents of the neighborhood around the Property; ▪ Support the development of the Licensee and other small businesses, particularly those based in zip codes 19134 and 19125, and particularly those owned by people of color; ▪ Provide work and professional development opportunities for individuals, particularly those based in zip codes 19134 and 19125 and particularly people of color; ▪ Provide an inclusive and welcoming space for individuals and families to drink, eat, access programs and events, play, and socialize.
Use of Property	The following uses of the Property are allowed: ▪ Serving food and beverages (with proper licenses and procedures) ▪ Hosting markets so vendors may sell their goods and services ▪ Hosting live music (subject to hours of use and noise limitations) ▪ Hosting activities, events, classes, programs, games, and other incidental uses that support the primary uses or that otherwise benefit community residents. The following activities are not allowed on the Property: ▪ Discrimination or any kind of prejudicial treatment against any person ▪ Illegal activities ▪ Sales of illegal substances.
Trash and recycling	Licensee must remove trash and recycling promptly; trash and recycling must not be allowed to get loose, attract pests, or smell bad. The Licensee will be responsible for pest control.
Communication	Any communication referring to the property must use "2211-17 Frankford Ave" or "The NKCDC Trolley Lot". No other names, nicknames, branding, labels, or alternate descriptions may be used to refer to or promote the space.
Space changes	Licensee is permitted to make the following temporary changes to the space: ▪ Install seating and tables

	▪ Provide portable toilets and handwashing station ▪ Provide lighting ▪ Provide a pest-resistant location for storage of trash and recycling. Any other changes to the space must be agreed to by NKCDC in advance in writing.
Permits and approvals	Licensee will obtain and maintain any and all necessary permits and regulatory approvals required for the activities on the site.
Hours of Licensee use	(Example) Opening hours: ▪ Thursdays 3 PM-9 PM ▪ Fridays 3 PM-10 PM ▪ Saturdays 10 AM-10 PM ▪ Sundays 10 AM-9 PM Hours should be listed on site signage, on Google Maps, and on any website maintained by licensee. Music and amplified sound, if any, must stop by 8:30 PM.
Uses by others	Licensee acknowledges that the site may be used by NKCDC or by other entities during days and hours that Licensee is not using it. Licensee will take reasonable steps to secure any property or supplies on the site. NKCDC will be responsible for ensuring that the property is returned to Licensee in the same condition or better, and for ensuring that none of Licensee's property is damaged or stolen.
Insurance	See Exhibit B.
Utilities	Electricity is available at the site. Licensee must pay the electric bills for the months the property used by Licensee. Owner will not provide water or other utilities. Licensee may make arrangements to provide utilities to the site at its expense, subject to the other terms of the License Agreement.
Partners and subcontractors	Licensee may allow or engage other entities to provide goods, services, programs, activities, and events on the site. Any such entities and their use of the property are subject to approval by Owner; Licensee will notify NKCDC at least two weeks in advance of any events, programs, activities that are not pre-approved.
No nuisance uses allowed	Use of the Property will at all times comply with all applicable laws and regulations, including Chapter 10-400 of the Philadelphia Code regarding Noise and Excessive Vibration. If Owner receives

	complaints about the use of the Property, Licensee will agree to corrective actions as reasonably determined by Owner.
License fees	Licensee will pay NKCDC $1,650 per month. Payments will be due by the 15th of each month.
Termination	Owner has the right to terminate the License Agreement if, in Owner's reasonable discretion, Licensee fails to comply with the terms of the Agreement. Licensee has the right to terminate the License Agreement with 30 days written notice to Owner.
Condition of Property	At the end of the License Agreement term, Licensee will leave the Property in the same condition as it was prior to the commencement of the Project, unless other conditions are agreed to by NKCDC in writing.

Exhibit B

Required Insurance Coverages for Licensee

Commercial General Liability Insurance

- $1,000,000 Each Occurrence Limit (Bodily Injury and Property Damage); $3,000,000 General Aggregate
- $2,000,000 Products & Completed Operations Aggregate
- $1,000,000 Personal and Advertising Injury Limit
- $1,000,000 Liquor Liability (if applicable)

This policy shall cover all of Licensee's operations on and related to the Licensed Portion, including any distributing or selling by Licensee of produce or plants grown thereon.

Business or Commercial Automobile Liability Insurance

- $1,000,000 Combined Single Limit per accident

Workers' Compensation and Employers' Liability Insurance

- $500,000 Each Accident; $500,000 Each Employee for Injury by Disease; $500,000 Aggregate for Injury by Disease

Excess or Umbrella Liability (to overlay Employer's Liability, Automobile Liability and Commercial General Liability coverages)

- $1,000,000 Occurrence/aggregate

Additional Insured(s)

The Licensor, along with its respective officers, agents and employees, shall be named as additional insured(s) on the Commercial General Liability Policy on the Licensee's Commercial General Liability Policy. The Licensee shall continue to carry Commercial General Liability Insurance Policy for the full Term of this Agreement.

Waiver of Subrogation

To the fullest extent permitted by applicable state law, a Waiver of Subrogation Clause shall be added to the General Liability, Automobile, Excess or Umbrella Liability and Workers Compensation policies in favor of Licensor, and this clause shall apply to the Licensor's officers, agents and employees.

Primary and Non-Contributory

All of the above coverages shall be primary and non-contributory.