



Nauticus is a maritime discovery center located along the waterfront in downtown, Norfolk, VA, offering a unique form of experiential learning for all ages. Through interactive exhibits and STEM to STERN programming, Nauticus uses the museum, Battleship *Wisconsin*, sailing center, Schooner Virginia and the Half Moone Cruise & Celebration Center to tell the story of the maritime environment, industry, and the military.



Nauticus welcomes 370,000+ visitors annually.

Visitors include museum patrons, field trips/groups, family reunions, military ceremonies, volunteers, sailing school participants/members and cruise ship passengers.

Nauticus is looking for a strategic collaborator, who will envision food service operations as an integral part of its campus services, functions, and tie to their mission. The successful proposer will be one who will offer creative solutions to operational challenges, who is interested in programmatic alliances, who is committed to collaboration, problem solving and who can identify opportunities for better serving Nauticus' patrons as well as the community-at-large.

#### **General Requirements:**

1. Rent: \$2,850/month **(first 3 months waived)**, Rent includes utilities, trash, kitchen, some appliances, and seating. *Full list can be provided.*
2. Contract term: 18 months with up to three additional one-year extensions
3. Equipment maintenance responsibility of vendor (Nauticus will provide a list of all equipment being provided along with cleaning dates & inspection dates, as appropriate)
4. Operating hours:
  - Main Restaurant: 10AM – 3:00PM, Monday\*- Saturday and Noon- 3:00 on Sundays  
\*Nauticus is open on Mondays from April 1- Labor Day. All other Mondays, Nauticus is closed except for Martin Luther King Day & President's Day.
  - Porch- 10:00AM- 7:00PM on the Porch from April 1- October 31.
  - Museum/ Café will be closed on New Year's Day, Thanksgiving Day & Christmas Day.

- Extended hours: Contractor agrees to work collaboratively with Nauticus to provide food service during extended hours for special events as requested.
5. Full menu/pricing needed for review prior to start & must include:
    - 25% Staff, member & visitor discount
    - Group box lunch menu/pricing – Includes tour groups & internal groups such as overnights, etc.
    - Nauticus internal events - Contractor will negotiate menus, pricing, schedules, etc., with the Nauticus Events Director and/or the Nauticus staff member responsible for the event. This internal meeting and event menu should be provided at a discounted rate of 25%.
    - Internal and Public Events: Contractor should provide a catering menu for Nauticus meetings that provide for a variety of coffee/tea service breaks, and lunch service that are appropriate for service in a meeting environment. This menu should be available to staff so that they may easily order catering for meetings held within the Museum.
    - The contractor should provide special consideration on pricing for Nauticus fundraising event, which are held annually (traditionally in May & September) – subject to change.
  6. Management, operations plan, team members, and approach to food and sustainability: A written detailed plan for the Cafe and Catering operations (if applicable) for the first 18 months including a description of proposed staffing, actual menus, price ranges, food service to be offered, detailed marketing plans with budget, proposed budgets for year one, hours of operation, and other pertinent details. In addition, identification of accounting system capabilities that will supply full monthly financials for cafe and catering activities to Nauticus. Please also address plan for a catering manager for events outside regular restaurant operations, as well as onsite manager, chef and key staff with resumes or statements of qualifications. Nauticus is looking for a creative effort on part of a contractor who would look at this operation beyond the information provided. We would also like to learn about your approach to food, local ingredients, and sustainable/green practices.
  7. Green and Sustainable Practices – Contractor will outline practices for restaurant operations that comply with Nauticus’ green-building principles (Nauticus is a certified Virginia Green Travel Attraction)
  8. Marketing plan to address downtown community needed for review
  9. General décor and restaurant name subject to Nauticus approval

**Other:**

1. Separate plan needed to address Porch (hours, staffing, pricing, alcohol sales, etc.)
2. *WinterFest on the Wisconsin* (Nauticus signature holiday event/fundraiser from mid-November-January 1) is not part of this contract, though Nauticus may engage vendor for WF separately (no café or porch opening unless approved by Nauticus for WF)

3. Contract does not include private client event catering on premises

For full details and/or tour of location, Please contact Jennifer Turlington, Visitor Services Manager, at [Jennifer.Turlington@norfolk.gov](mailto:Jennifer.Turlington@norfolk.gov), 757-664-1037.

Café/Porch Images:

