

**CITY OF SANTA BARBARA
REQUEST FOR PROPOSAL
FOR
COMMERCIAL LEASE SPACE AT THE
WATERFRONT**

COMMERCIAL LEASE AT 132-C HARBOR WAY (Downstairs)

Proposal Deadline: Friday, November 20, 2026

I. INTRODUCTION

The City of Santa Barbara's Waterfront Department is seeking persons and/or business entities that are interested in leasing commercial space at 132-C Harbor Way, in the Santa Barbara Harbor. The premises consists of approximately 4,200 square feet of commercial space that could be available as soon as **January 1, 2027**.

Property Description

This is a premier, rarely available, 4,200 square-foot, ground floor, oceanfront space within the Santa Barbara Harbor that was previously occupied by West Marine. The space consists of ground floor commercial space, loading bay, private bathroom, back offices/storage, multiple access/entry points, ocean/harbor views, proximity to harbor/harbor businesses, parking, and beach.

Expected Use of the Space

All leased spaces within the Santa Barbara Harbor and Waterfront are owned by the City of Santa Barbara and managed by the Waterfront Department. This space will be managed under a lease agreement reviewed and approved by Santa Barbara City Council. This lease space will be managed in accordance with the Tidelands Grant, Coastal Act, and Local Coastal Program guidelines that requires the balancing of Coastal Dependent, Coastal Related, and Visitor Serving services within the Waterfront.

The Waterfront Department is requesting that the following be considered with respect to use of the leased space:

- Requiring a portion of the leased space be used for retail sales of marine supplies consistent with a typical chandlery including but not limited to safety equipment, navigation, hardware, rigging, electrical, lighting, maintenance parts, navigation equipment, communications equipment, batteries, and any/all other supplies and equipment used to support recreational and commercial boating activity in the harbor. The space devoted to marine retail should be sized appropriately to meet the needs of the Santa Barbara Harbor and outlined specifically in the proposal.
- Remaining space not being used for marine retail shall be described in detail in the proposal and should include Ocean Dependent, Ocean Related, and/or Visitor Serving uses that provide maximum benefit to the Waterfront Community.
- The Waterfront Department and the City are supportive of tenant improvements and

redevelopment of the leased space.

- The Waterfront Department and the City are supportive of utilizing the leased space as a “pop-up” or limited-service retail space in the interim while tenant improvement process is occurring as this will provide near term benefit to the Waterfront Community.
- The Waterfront Department and the City are supportive of the space being divided into multiple tenant or sub-tenant spaces aimed at providing additional and maximum benefit to the Waterfront Community. Plans to divide the space should be outlined specifically in the proposal.

II. PROPOSAL CONTENTS

General

All proposals must include at a minimum, the information described in the following section. The inclusion of any additional information that will assist in the evaluation is encouraged. Failure to submit a complete package will result in the rejection and elimination of the proposal for consideration.

Business/Development Plan: Provide a professional business/development plan that includes, among other items, the information listed below. The topic areas listed below are only a guide.

1. **Executive Summary:** Please provide an executive summary of the overall Business and Development Plan.
2. **Company Description:** A company description that includes key information about your business, goals, and target customers. Indicate business entity, for example: Sole Proprietor, Partnership, Corporation, etc.
3. **Experience & Finances:** Please provide proof of relevant experience developing and operating businesses of this scope and scale. Provide general financial information showing sufficient resources for startup, capital investment, tenant improvement, and operating costs.
4. **Tenant Improvement/Development Plan:** Please include a conceptual plan for developing the space. This should include a written description as well as conceptual drawings, floorplans, renderings, or visual aids to convey what the finalized space will look like.
5. **Description of Management and Organization:** Provide a description of the organizational structure including ownership, management, staff, and any proposed sub-leases.
6. **Business Analysis/Marketing:** Provide any analysis and insights you have on the location, business type, market. Provide a detailed marketing plan.
7. **Financial Projections/Capital Reinvestment:** Provide financial projections covering a 3-5 year horizon detailing expected revenues and expenses as well as any future capital reinvestment.

Required Additional Information: If the information requested below is included in the Business/Development Plan, please note where it can be found.

1. Please describe what percentage of the space will be used for Marine Retail and how this space will meet the need of Santa Barbara Harbor. This can be indicated on a floor plan or conceptual drawing.

2. Please describe any additional non-Marine Retail spaces and how those entities will serve the Waterfront Community. Indicate if these spaces will be Ocean Dependent, Ocean Related, or Visitor Serving businesses. This can be indicated on a floor plan or conceptual drawing.
3. Please describe proposed improvements and redevelopment of the space including expected timelines and costs. Please indicate when you anticipate being open for business.
4. Please include conceptual drawings, floor plans, renderings, and/or visual aids to convey what the completed space will look like.
5. Please submit a certified financial statement indicating total net worth. These statements should correspond to the most recent full calendar or fiscal year.
6. Please provide a minimum of three credit references.
7. Please provide Credit Reports from Equifax, TransUnion and Experian. An additional credit check and/or background check may be required.
8. Please indicate if the applicant is or has ever been involved in any litigation or other legal disputes. Failure to list any and all litigation or other legal disputes will result in disqualification of the proposal.
9. Submit any other documents or reports that would assist in determining the financial condition of the applicant.

Any omissions, whether willful or not, may disqualify applicant from consideration.

III. BUSINESS TERMS

Following the selection of a proposal, the Waterfront Department will negotiate a lease agreement with the selected party based on the following terms. The lease agreement will be subject to the review and approval of the Harbor Commission and the Santa Barbara City Council.

1. **Proposed Term:** Term will be dependent on tenant business plan and level of investment into the leased space. Maximum lease term will be ten (10) years with two (2) five (5) year options.
2. **Proposed Minimum Monthly Rent:** The minimum monthly Base Rent for the entire space is proposed to be \$23,000 per month (\$5.50/SF/MO). Rent will be subject to annual 3% adjustment, upward but not downward. Additional lease-related expenses include utilities, possessory interest tax, common area maintenance (CAM) charges.
3. **Percentage Rent:** Percentage rent will be applied to the overall monthly sales. Percentage rent will depend on type of services and products provided by the business.
4. **Required Insurance:** Property, business interruption insurance for one year and General Liability insurance at the City's standard limits of \$2,000,000 will be required. Workers Compensation insurance and/or automobile insurance will be required.

IV. DISCLOSURES

The City will provide the lease space “as-is”. All remodeling/improvements and signage require approval by the Waterfront Director and a building permit and design review/sign approval, if applicable. The tenant shall bear the costs of all design, review, planning, permitting and any other approval processes required for remodeling the space.

V. PROPOSAL EVALUATION

Evaluation Process and Criteria for Evaluation

Specific criteria have been established to assist the City in the evaluation of the proposals. The selection panel may use additional criteria that they deem to be significant in choosing the best proposal.

1. Business/Development Plan - 40 points
 - Viability of Business
 - Capital Investment
 - Revenue and Rents
2. Marine Hardware/Retail Component – 20 points
3. Management/Experience – 20 points
 - Company History
 - Management
4. Financial Information – 20 points
 - Financial Stability
 - Credit reports

The Waterfront Department will select the most responsive and most responsible proposer whose consideration, experience, and qualifications correspond best with the Local Coastal Program and the City's interests.

Proposals will also be evaluated according to the proposed business' compatibility with the existing businesses in the area. Proposals that complement or diversify existing uses in the area will be given priority over proposals that may compete with existing uses.

Additional Information from Proposers

The Waterfront Department reserves the right to request information from proposers beyond that specified in the request for proposal. Proposers may or may not be requested to appear before the selection committee.

Qualifications of Proposal

This is not a bid solicitation and the Waterfront Department is not obligated to accept any proposal or to negotiate with any proposer. The Waterfront Department reserves the right to reject any or all proposals without cause or liability.

Submission Requirements

Proposals must be **received** by the Waterfront Department no later than **3:00 PM, Friday, November 20, 2026** regardless of postmark or date mailed.

Proposals must be mailed or delivered to:

City of Santa Barbara Waterfront Department
Attention: Cesar Barrios
132-A Harbor Way
Santa Barbara, CA 93109

Proposals can also be submitted via email to: CBarrios@santabarbaraca.gov

Contact Person

Please contact Cesar Barrios, Waterfront Business Manager, at (805) 564-5525 or CBarrios@santabarbaraca.gov with any questions regarding this Request for Proposal.

Materials Available for Review

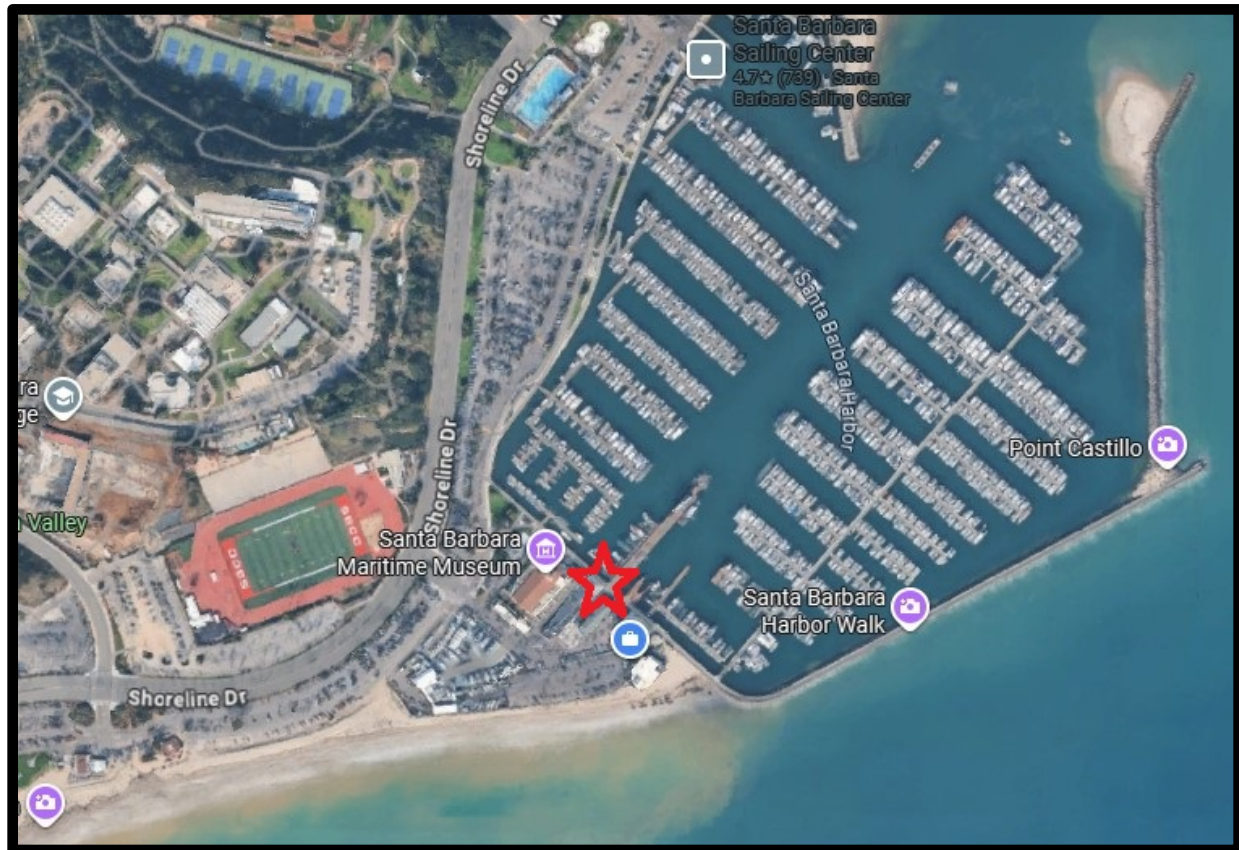
1. All appropriate materials are available on the Waterfront Department's website at: <https://santabarbaraca.gov/waterfront-leases-request-proposal>
2. The Coastal Land Use Plan and related development policies can be found at: <https://santabarbaraca.gov/government/priorities-policies/local-coastal-program>

VI. PUBLIC INFORMATION NOTICE

All information received from proposers will be considered confidential during the review process. When the selection committee completes the review, the committee will recommend selection or another action to the Harbor Commission and City Council. At that point, all information, except that information defined below as excluded, will be treated as public information and made available upon request for review to the other proposers and the public.

All excluded information which contains financial information such as assets, net worth, credit rating/credit report, and information from the selection process such as ratings sheets and other notes made during the evaluation process, will be treated as confidential information by the City and will not be made available for public review or to other proposing parties.

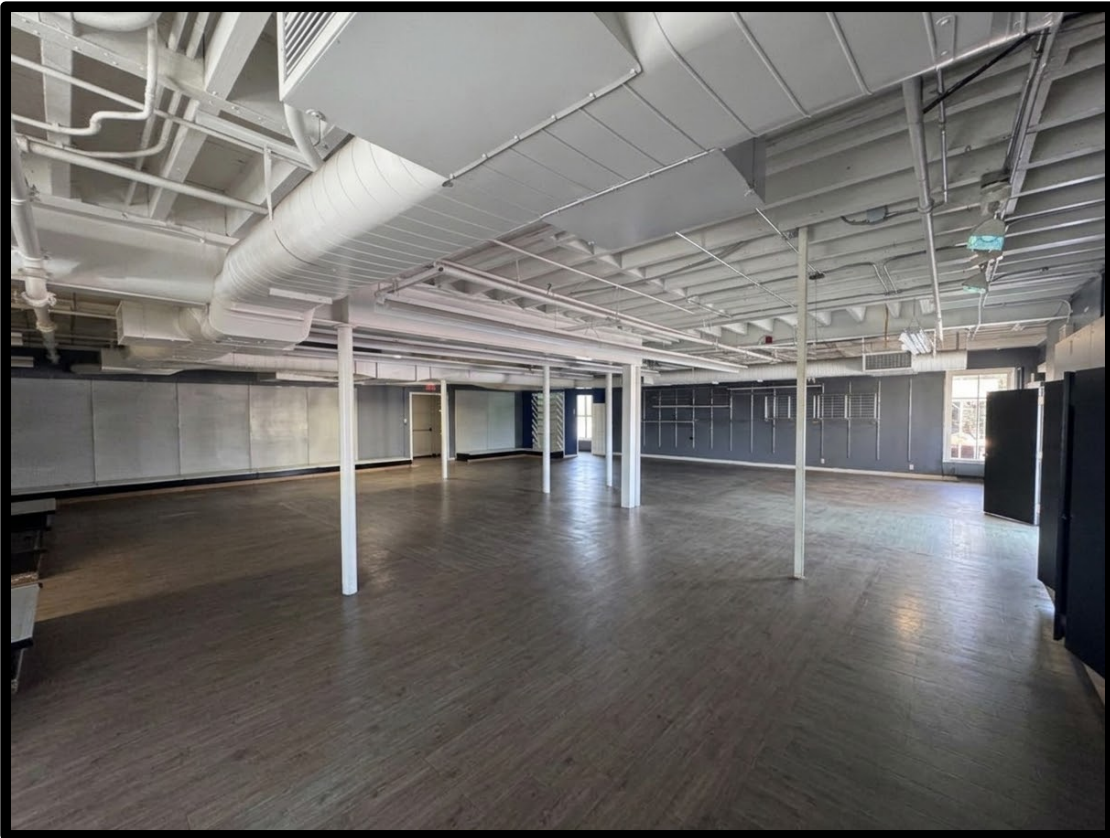
Attachment 1: Site Photos – Location



Site Photos – Exterior



Site Photos – Interior



Site Photos – Oceanfront



Site Photos – Oceanfront



Attachment 2: **Floorplan**

