

Duluth Armory - Food Hall Vendors

Request for Proposals

November 20, 2025



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Introduction

The renovated historic Armory will be a vibrant attraction, rooted in history, fueled by creativity, and shared by all.

The 100,000 sf Armory will feature artist studios, a ballroom, and the premier unique historic Drill Hall space which will be a large community event space highlighting the restored historic stage and the Food Hall. We invite you to join us in making the Armory a special place, full of community, activity, *and especially great food!*



The Food Hall portion of the historic Duluth Armory will be a focal point for guests visiting and attending events at the Armory. The Food Hall will feature a variety of food options in a quick, casual format. The Armory team is **seeking three or four Food Vendors** ('Vendor') serving a diversity of unique, hand-crafted offerings, utilizing locally sourced ingredients where possible. Vendors will be selected so that food offerings do not overlap. The Food Hall will also feature a coffee/ice cream/pastry Vendor which has been committed to the Armory project for the past 10 years. There will also be a bar which will be operated by Forever Young Historic Rehabilitation (FYHR) which will hold the liquor license for the building. Common area seating will provide seating capacity for approximately 100 guests with expansion space available in the Drill Hall to accommodate many more. Patio seating will be provided during the summer.

The Duluth Armory's 19,000sf Drill Hall, which will house the Food Hall, will serve as a gathering place and destination for the Duluth community and tourists alike. FYHR will hold the master lease of the Drill Hall from Historic Duluth Armory LLC, and Vendors will sublease their spaces from FYHR. FYHR will operate the Drill Hall events and anticipates several large events per month ranging from 500 to 1500 guests (refer to sample monthly event calendar at end). Including events and daily walk-in traffic we anticipate over 160,000 guest visits per year to the Drill Hall.



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Basic Vendor Stall Information

The Vendor opportunities in the Food Hall are located at the west end of the Drill Hall. Basic stall information includes:

1. Approximately 20' x 20' size or 400 square feet

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2. 11'-6" ceiling height
3. Utilities provided to Vendor stalls include gas, electrical, water, drains, sprinkler line
4. Pathway for hood ventilation to the roof if required (does not include actual ducting)
5. Additional dry storage space will be available for rent within the building. Additional cold storage space can be created and rented for additional cost.

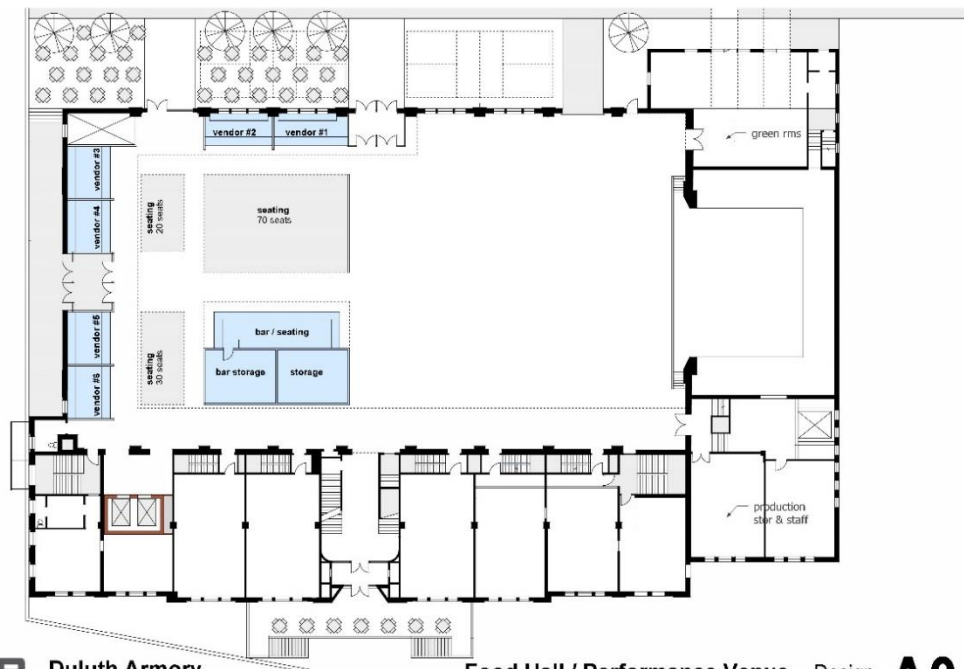
Vendor Stall Lease Information

Vendors will lease space from FYHR based on the terms agreed upon by both parties. FYHR's intentions are to make terms the same or very similar for all Vendors, while acknowledging that Vendors may have unique needs. Basic Vendor lease information includes:

1. Rent will include a base rent plus a percent of sales. Terms to be negotiated as part of selection process.
2. 1-to-5-year lease depending on negotiated terms
3. The current schedule anticipates a grand opening in the 2nd quarter of 2027
4. Tenant Improvement allowance of up to \$20,000
5. Vendor to agree with FYHR on a basic menu of offerings. Major changes to the menu must be approved by FYHR before implementation.
6. Vendor to remain open during regular business hours on all days the Armory is open, including holidays. Vendor can be open additional hours with FYHR approval. Regular Armory business hours are; M-Th - 10am-8pm; Fri-Sat - 10am-10pm; Sun 11am-6pm



Concept image



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What is Provided by the Owner

FYHR will lease space to the Vendors, oversee the operation of the Food Hall, and serve as the owner contact. As the owner, FYHR will provide:

1. Tables and chairs for the common seating area (approximately 25 tables and 100 seats)
2. Cleaning of common seating area and removal of common eating area trash, composting and recycling
3. Each stall to be provided with demising walls between vendors
4. Common area maintenance (CAM) costs are included in base rent
5. FYHR will have the exclusive sales of alcohol and pop. FYHR will hold the liquor license for the entire building.
6. Universal POS system to be used by all Vendors. This will allow the tracking of Vendor sales as it applies to percent of sales rent. FYHR will provide training of Vendor manager, who will be responsible for training of other Vendor employees
7. WIFI within the common area for use by guests
8. Restrooms for guests including cleaning and maintenance
9. Basic security consisting of cameras to monitor the Food Hall
10. Parking is provided on site for guests of the Duluth Armory only. Employee parking will need to be off site.



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Responsibility of Vendor

Vendors will lease space from FYHR based on the terms agreed upon. Responsibilities of the Vendor will include:

1. Buildout of their stall space. This buildout needs to be approved by FYHR, done by licensed professionals, and meet all code requirements
2. Providing and installation of all equipment
3. All required vent hood systems, and the maintenance of the vent hood systems
4. All stall maintenance and repairs
5. All equipment that can be seen by guests to be new, or in like new condition
6. Maintain a clean and professional workspace at all times
7. Vendor to have their own General Liability and Workers Compensation insurance policies listing FYHR as an also insured.
8. Any private WIFI for sole use by the Vendor
9. Any security above basic cameras provided by FYHR
10. Signage at Vendor stall

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Marketing

FYHR will be marketing the entire building including special events and the Food Hall Vendors. Vendors are encouraged to market their own business and to actively participate and collaborate with FYHR marketing in promotional efforts as an essential component of everyone's collective success.

Miscellaneous

The Armory's Drill Hall and Food Hall will present some unique opportunities for Vendors. Some of these include:

1. Major events may be ticketed so that only ticket holding guests having access to the Food Hall. We anticipate that the number of ticketed guests will provide a special economic opportunity for Vendors. Vendors may wish to provide a special menu for high-capacity events.
2. Catering opportunities for events at the Armory, including the 4th floor ballroom
3. Vendors are encouraged to embrace the theme of the overall Armory project including its history, arts and music focus, its position as a special and unique part of Duluth and the Northland, and support the vision to inspire creativity, collaboration, and a thriving arts and culture community for all people to enjoy.
4. FYHR plans to create a Building Advisory Committee with representatives of all Vendors and tenants to share information and provide feedback. The committee will focus on creating a positive environment for workers and guests, and the shared success of the building, Vendors, and tenants. Vendor participation on the Advisory Committee is encouraged.
5. Refer to hypothetical schedule **at end of RFP** to see a month of envisioned activities at the Armory



Timeline

The current timeline for the Armory project is:

- 5/1/26 - Financial closing and start of construction
- 3/1/27 - Vendor space available for buildout
- 5/18/27 - Soft opening
- 6/1/27 - **Grand opening!!!**

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Decision Making Process

The Armory team is seeking to build long term relationships with Vendors, and is looking for food providers that share the same community vision as the Armory team, with good communication skills, who are reliable and consistent, and have great food! The FYHR Vendor Selection Committee will review proposals based on:

1. Food concept and menu offerings that do not overlap with other Vendors
2. Experience and qualifications
3. Quality and value of food offerings
4. Attention to food safety
5. Financial strength of Vendor

The Selection Committee will meet monthly to evaluate proposals. **The first round of RFP responses is due Monday January 26 at 5:00pm.** The Selection Committee will meet the **week of January 26th** to evaluate proposals and select vendors for a follow-up interview. If you miss the first due date, later submittals will be due the last Monday of the month at 5:00pm, and evaluated that week.

Vendors selected for a follow-up interview will have the opportunity to present their concept including samples of their anticipated offerings, and provide additional information. The Selection Committee will then choose which Vendors will be offered to sign a Letter of Intent (LOI) for a Food Hall stall. The LOI will more fully describe project details, the responsibilities of all parties, and will outline the major points of the future lease agreement. Lease agreements will be finalized once the project financial closing has occurred. The RFP process will remain open until all Vendors are secured.

Vendor Proposals

Proposals should be in PDF format and at minimum include:

1. Cover page
2. Food concept description including anticipated food offerings (photos encouraged)
3. Key staff
4. Experience
5. List of safety certifications
6. Information regarding financial strength
7. Contact information

Building Tour

Vendors are encouraged to tour the Armory to better understand the project. Please reach out to Michelle Miller to set up a personal tour.

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Contacts

Please submit proposals via email to:

Michelle Miller - Co-Executive Director

michelle@dulutharmory.org

218-464-0227 (office) 218-491-1485 (cell)



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Disclaimer

FYHR reserves the right to change any items listed in the RFP and to not award any Vendor spaces if it chooses.

January 2028

DULUTH ARMORY Sample Calendar



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	31	1 NEW YEAR CELEBRATION ALL DAY	2 BOOK CLUB @ 2 LOCAL MUSICAL ARTISTS @ 6	3 TRAMPLED BY TURTLES CONCERT!!!
4 Vinyl Record Swap meet	5 Meditation Monday	6 TABLETOP GAMES 5-8 Private Rental 7-10	7 Meet the Artist Open Mic Private Rental	8 ALMOST FRIDAY HAPPY HOUR WITH MUSIC	9 FARMERS MARKET 10-6 Swing Dance Lessons @ 7	10 BLIPPI: BE LIKE BLIPPI TOUR@5
11 Airport auto vintage car show	12 Meditation Monday POP UP ART GALLERY	13 THIS DAY IN HISTORY @ 2 Robotics 4-8	14 AUTHOR TALK 4-6 OPEN MIC STARTING @ 7	15 ALMOST FRIDAY HAPPY HOUR WITH MUSIC	16 BOOK CLUB@2 PRIVATE RENTAL 4-8	17 A tribute to Buddy Holly - Winter Dance Party!!!
18 ARMORY ART FAIR! ALL DAY	19 Meditation Monday BLACK HISTORY TALK2-4	20 TABLETOP GAMES 5-8 PRIVATE RENTAL 8-11	21 Pet Show 12-4 PRIVATE RENTAL 8-11	22 ALMOST FRIDAY HAPPY HOUR WITH MUSIC	23 BATTLE OF THE BANDS DOORS OPEN AT 6	24 ARTIST STUDIO OPEN HOUSE10-2 BATTLE OF THE BANDS DOORS OPEN AT 6
25 ARTIST OPEN HOUSE 10-2	26 Meditation Monday PRIVATE PARTY 4-9	27 This day in history: Holocaust HISTORICAL SOCIETY	28 AUTHOR TALK OPEN MIC STARTING @ 7	29 ALMOST FRIDAY HAPPY HOUR WITH MUSIC	30 DULUTH SUPERIOR SYMPHANY ORCHESTRA	31 National inspire your heart with art day