

Request for Proposal: 2302 Melrose

Commercial Lease Opportunity

Prepared for leasing representatives and potential tenants

Issue Date: August 6th, 2026

RFP Contact: Jackson Walker

Email: Jackson@walkercommercialservices.com

Phone: 540-613-0511

1. Introduction

We invite prospective tenants seeking approximately 800 to 4,800 square feet to submit their interest in leasing space designed to support community-oriented businesses, creative enterprises, and mission-driven operators. The ideal tenant will contribute to an active, collaborative environment with uses that may include maker space, workshops, arts or production studios, food and beverage, social event space, community banking, educational programming, workforce development, community services, and other uses that bring meaningful activity and public benefit.

2. Tenant Background

Please provide a brief background on your organization or business, including who you are, the work you do, and the community or customers you serve.

In your response, please explain why you are interested in this space, how the proposed use aligns with your mission or business goals, and how your presence would contribute to an active, collaborative, and community-oriented environment. Responses can be emailed to jackson@walkercommercialservices.com

3. Property and Lease Information

Requirement	Preferred Criteria
Rent	We aim to make the space affordable at approximately \$7 per square foot per year.

	A lower rental rate may be considered for tenants willing to invest in or complete build-out improvements to their space.
Premises Size	Insert Required Square Footage:
Lease Term	Insert Preferred Term:
Commencement Date	Insert Idea Start Date:
Permitted Use	[Describe intended business use and any zoning or operational requirements]
Parking and Access	[Describe parking ratio, loading, ADA access, public transportation, or signage needs]
Building Systems	[Describe HVAC, electrical, plumbing, internet, security, or other infrastructure needs]
Tenant Improvements	[Describe desired build-out, allowance, delivery condition, and approval process]

4. Proposal Submission Requirements

Each proposal should include sufficient detail for our team to evaluate the economic, operational, and legal terms of the proposed lease. We look forward to hearing from you!

5. RFP Schedule

Milestone	Date
RFP Issued	August 6th, 2026
Deadline for Questions	September 18th, 2026
Property Tours	Anytime. Call to request code.
Proposal Submission Deadline	September 18th, 2026

6. Evaluation Criteria

Proposals will be evaluated primarily based on the extent to which the proposed use supports community activation and economic development. Priority will be given to tenants whose operations create regular activity in the space, serve residents or businesses, encourage collaboration, support entrepreneurship or workforce development, and contribute to a vibrant, accessible, and community-oriented environment.

7. Submission Instructions

Respondents and questions should submit proposals electronically in PDF or Word format to Jackson@walkercommercialservices.com no later than September 18th, 2026. Please include “2302 Lease RFP Response” in the subject line.