

**Madison Public Market
Vendor Workshop
Summary 5/4/2017**



Participants:

Approximately 35 potential Public Market Vendors

Key Topics of Discussion

- Incorporate a variety of seating areas: communal tables, areas for solitude/work/quiet conversation
- Reduce disposables where possible
- Include a composting program.
- 2-3 loading docks ideal
- Need a variable height dock area
- Delivery trucks need to back up - costs more if they hand truck it, costs more if they wait
- Ratio of storage to production area = 1:2?
- Makers can share stalls, can the market org help matching vendors?
- Market open 7 days/week. What will the hours be?
- Clear signage for building hours versus market hours.
- Consider metering utilities for larger vendors
- Consider a shared scullery - ok with health department
- Rent structure: \$ by % sales is best for new businesses
- Fit out of stalls: an armature with design guidelines for self-fit out, a plug and play/ kit of parts for stall design
- Vendors vary in terms of preferring a tenant allowance for fit out of having a move-in ready space
- Vendor selection process needs to be carefully considered