



Request for Qualifications
RFQ #620
Rocky Mount Douglas Block Entertainment District Development
Project

Issue Date: May 14, 2019
Contact: **Candice Kirtz, Purchasing Manager**
Phone: 252.972.1228
Email: Candice.Kirtz@rockymountnc.gov

PROJECT DESCRIPTION

The City of Rocky Mount is requesting statements of qualifications from developers licensed in the State of North Carolina to provide services to bring private development near the recently constructed Rocky Mount Event Center located at 285 NE Main Street, Rocky Mount. The City intends to facilitate an investment within the Douglas Block Entertainment and Business District of its downtown area that includes a mix of commercial and residential uses. The proposed project is to be a public-private project provided under the North Carolina General Statutes 143-128.1C and 160A-458.3. Specifically, we are looking a developer to construct a parking garage(s), hotel, a minimum of 20,000 square feet of retail space, and at minimum of 60 residential condo/apartment units.

The purpose of this RFQ is to select the firm determined to be best able to provide the requested development based on the criteria specified herein and to generally set forth the terms and conditions whereby the City of Rocky Mount will enter into a public-private partnership with the developer.

Request for Qualifications (RFQ) documents detailing the project and submittal requirements may be obtained from the City of Rocky Mount website at www.rockymountnc.gov or by contacting the Purchasing Division at the following location:

Purchasing Division
4th Floor, City Hall
331 S. Franklin Street
Rocky Mount, NC 27802-1180
Phone: 252.972.1228
Email: **Candice.Kirtz@rockymountnc.gov**

Request for Qualifications responses are to be received by the Purchasing Division by 2:00 pm on May 21, 2019. Late responses will not be accepted. **It is the responsibility of the Proposer to view, obtain or download all Addenda issued for this RFQ.**

Request for Qualifications
RFQ #620
Rocky Mount Douglas Block Entertainment District Development Project

I. PROJECT DESCRIPTION

The City of Rocky Mount is requesting statements of qualifications from developers licensed in the State of North Carolina to provide services to develop a portion of the Rocky Mount Douglas Block Entertainment District. Specifically, we are looking a developer to construct a parking garage(s) with no less than 840 parking spaces, a 105 key tier 2 hotel, a minimum of 20,000 square feet of retail space, and at minimum of 60 residential condo/apartment units.

II. OBJECTIVE OF THE REQUEST

The purpose of this RFQ is to select the firm determined to be best able to provide the requested development based on the criteria specified herein and to generally set forth the terms and conditions whereby the City of Rocky Mount will enter into a public-private partnership with the developer.

III. PROJECT REQUIREMENTS

The information provided in the RFQ from the City is intended to give information to the prospective developer concerning the project requirements and the basis for selection. It is not necessarily intended to completely define the project requirements, selection criteria or contractual relationship to be entered by the City of Rocky Mount and the successful developer(s).

The project requirements may include, but are not limited to the following:

- 1) Hotel – A minimum 100 bed name brand hotel (tier one flagged hotel) constructed adjacent to the Rocky Mount Event Center located at 285 NE Main Street, Rocky Mount NC 27801.
- 2) Retail – A minimum of 20,000 square feet of retail space targeted at small and emerging business enterprises. The retail development must be within walking distance to the Rocky Mount Event Center.
- 3) Residential – A minimum of 60 residential condo/apartment units located within walking distance to the Rocky Mount Event Center.
- 4) Public Parking Garage – An above-ground parking garage(s) to provide no less than an estimated 840 parking spaces in one or more structures. Parking will support the increased density created by the recently constructed Rocky Mount Event Center and the needs of the proposed hotel, retail, residential, and as needed for the downtown area. The City expects to lease the parking garage from the developer over a 20-year term at a rate that is equivalent to the current public financing rate of interest for the City, regardless of the actual borrowing rate for the developer.
- 5) The City will require a good faith effort for the developer to comply with minority business participation goals. The goal will be not less than 30% of the total project cost.
- 6) The City will enter into a development agreement for the Project whereas the developer will be responsible for the construction of the entire public-private project, an agreed upon timeline for the development, and the good-faith effort to comply with minority business participation goal. A payment bond will be required for one hundred percent (100%) of the total anticipated amount of the construction project.

IV. SELECTION CRITERIA

Respondents should address each of the evaluation criteria listed below and provide specific examples of

projects they have undertaken that demonstrate their qualifications. Proposal document shall be no more than 25 pages (single sided).

Section I: Project Details

- A. Work Plan Approach: Provide a narrative or other form to explain your general approach to development of similar projects, development of design specifications, and bid/construction administration services.
- B. Experience: Provide examples of project related experience. Evaluation of experience will be based on the following:
- a) Overview and resumes of the proposed members of the project, design team, contractors and subcontractors who will be committed to the project(s). Resumes must include a description of the person's qualifications, professional licensing and past experience with similar projects. The project manager and other key team members should be clearly identified.
 - b) Project related experience of the developer. Provide specific examples of similar or larger projects and all applicable contact information, including owner, contractor, and other parties. Include project related experience with public-private partnership initiatives with governmental entities and indicate the type of project, project amount, start and completion date, and name of governmental entity.
 - a) Proximity to and familiarity with, the area where the project is to be located.
- C. Project Scope: Provide a recommended scope of work to include:
- b) Description of project requirements in Section III as proposed by the respondent with a proposed site plan. Include disclosure of brand hotel proposed to be constructed. Include any additional amenities that may be proposed such as functional green space that will be open to the public.
 - c) Statement of ability to acquire land for the total development and estimated timeline for completion. The city will provide a ground lease for property bordering Albemarle Avenue, Goldleaf Street, Atlantic Avenue and East Thomas Street.
- D. Schedule: Provide the following:
- a) Statement of availability to undertake the public-private partnership. Discussion of current workload including current project commitments for the project team and resources available for the projects.
 - b) Provide a sample project schedule based on your recommended project approach. The estimated timeline for the project completion should include each aspect of the project, include key milestones, and reasonable review times for the City.
- E. Stability: Provide evidence of financial stability. Provide a statement of financial capacity and viability to undertake the proposed development in addition to projects that may be currently in progress.
- F. Confidential Information: "Trade Secrets" as that term is defined in G.S. 66-152(3) shall be exempt from disclosure under Chapter 132 of the General Statutes. Please provide "trade secret" information separately from other responses and label clearly as "Trade Secrets". Please clearly notate confidential financial information and provide separate.

V. METHOD OF AWARD

Proposals will be reviewed by the City of Rocky Mount and evaluated based on the stated criteria. Submitting developers may be asked to supplement their initial proposals with additional written material. Depending on the results of the proposal evaluations, the City of Rocky Mount may make a selection solely

on the proposals or may develop a short-list of firms for interviews. The number of firms selected for interview, if any, will be based on the recommendation of the selection panel taking into consideration all available information.

The City reserves the right to award this contract to the firm that it believes best demonstrates the ability to fulfill the requirements of the project. The successful firm(s) will be chosen based on the qualifications, selection criteria evaluation as demonstrated in the proposal, possible interviews and other available information. All firms submitting a proposal will receive notification once the contract has been awarded.

The developer(s) selected will be given the first right to negotiate a Project Development and Cooperation Agreement acceptable to the City. In the event that an Agreement satisfactory to the City cannot be reached, the City may enter into negotiations with one or more of the remaining firms. The successful firm shall commence work only after execution of an acceptable Agreement. The successful developer(s) will perform all services indicated in the proposal in compliance with the negotiated Agreement.

VI. Equal Employment Opportunity

The City of Rocky Mount does not discriminate in any of its projects and activities. The developer selected will be required to assure that no person shall be denied employment or fair treatment, or in any way discriminated against, on the basis of race, sex, religion, age, national origin, or disability.

VII. City of Rocky Mount Rights

The City of Rocky Mount reserves the right to reject all or portions of any or all Proposals, to waive irregularities and technicalities, to re-advertise, or to proceed to provide the services otherwise, in the best interest of the City. The City may, at its sole discretion, modify or amend any and all provisions herein. The City will not pay for any information herein requested, nor is it liable for any costs incurred by the participating firm.

The City of Rocky Mount reserves the right to extend the Request for Qualifications submittal deadline if needed. All changes and/or clarifications will be distributed to all developers indicating interest in the form of addendums. A list of developers and others who have been issued Request for Qualifications documents will be made available upon request.

VIII. INSURANCE REQUIREMENTS

Prior to the commencement of performance, the successful developer shall furnish to the City a certificate of insurance for workers' compensation and professional liability, (errors and omissions) with limits of not less than \$1,000,000.

IX. QUALIFICATION RESPONSE MEETING/INQUIRIES

Any questions related to this request must be directed to:

Attention: Candice Kirtz, Purchasing Manager
Finance Department
City of Rocky Mount
331 S. Franklin St
Rocky Mount, NC 27802
Phone: 252.972.1228
Email: Candice.Kirtz@rockymountnc.gov

Inquiries submitted no later than **12:00 p.m. (noon), May 16, 2019**. Questions answered verbally will be

followed up by written addenda as deemed necessary; oral interpretations shall have no effect.

X. SUBMISSION CRITERIA:

Developers interested in responding must submit the following information:

1. Three (3) copies of their qualification response including name, address, and phone number of contact person. Responses shall not exceed 25 pages in length.
2. One PDF version of the qualification response.

Responses shall be addressed to:

Attn: RFQ #620
Purchasing Division
City of Rocky Mount
331 S. Franklin Street
Rocky Mount, NC 27802

All qualification responses shall be received by **May 21, 2019 at 2:00pm**. Responses may be sent via US Mail, FedEx, UPS, or hand delivered. Faxed or emailed responses will not be accepted.