



MACON-BIBB COUNTY, GEORGIA

Request for Qualifications Professional Services (RFQ)

FOR

Request for Qualifications for Developer for Hotel and Convention Center at 108 First St (former hotel site)

25-052-LH

91889

MACON-BIBB COUNTY

ISSUE DATE: June 18, 2025

DUE DATE: July 17, 2025

MBE/WBE/DBE Participation: Minority, Women Owned, and other Disadvantaged Business Enterprises are encouraged to participate in the solicitation process. Additionally, respondents are encouraged to use M/W/DBE sub-consultants where possible. Small and other disadvantaged businesses requiring assistance with the competitive process can contact Cherise Stephens of Small Business Affairs at (478) 300-2297 or cstephens@maconbibb.us

I. GENERAL

A. Invitation

Notice is hereby given that Macon-Bibb County will receive responses to the Request for Qualifications Professional **Services (original plus 3 copies and electronic copy on a Flash Drive)** in the Procurement Department, 700 Poplar Street, Suite 308 Macon, Georgia 31201, until **12:00 o'clock NOON** at the time legally prevailing in Macon, Georgia on July 17, 2025, for Request for Qualifications for Developer for Hotel and Convention Center at 108 First St (former hotel site)for Macon- Bibb County.

NO LATE RESPONSES WILL BE CONSIDERED

The names of responding firms will be publicly read on Thursday, July 17, 2025, at 2:00 P.M. in the Macon-Bibb County Procurement Department Conference Room, located at 700 Poplar Street Suite 308, Macon Georgia 31201.

B. Definitions

Wherever the term "Owner", "County", or "Macon-Bibb County" occur in this document, it shall mean Macon-Bibb County, a political subdivision of the State of Georgia acting through the Macon-Bibb County Board of Commissioners.

C. Solicitation Documents

Bid documents may be examined and obtained on Macon-Bibb County website to be viewed and downloaded from one of the links included below:

Georgia Procurement Registry website

http://ssl.doas.state.ga.us/PRSapp/PR_custom_index.jsp?agency=61100

Macon-Bibb County Procurement Page www.maconbibb.us/purchasing

D. Insurance Requirements

Insurance coverage shall be carried with an insurance company licensed to do business in the State of Georgia. All coverage should be written with insurance companies with a Best Rating of A or better. Insurance shall be obtained prior to commencement of work and shall remain in force throughout the period of the contract. Macon-Bibb County shall be named as additional insured on the policy.

Workers' Compensation: Statutory

Errors and Omission: \$1,000,000

General Liability: \$1,000,000

E. Submittals

Responses must be sealed and identified on the outside of the package as and delivered to

"25-052-LH" Request for Qualifications for Developer for Hotel and Convention Center at 108 First St (former hotel site)

Macon-Bibb County Procurement Department

700 Poplar Street

Suite 308

Macon, Georgia 31201

Telephone: (478) 803-0550

Submissions may not be withdrawn for a period of one hundred and twenty (120) days after the deadline for closing. Macon- Bibb reserves the right to reject any and all submissions and to waive technicalities and formalities. Respondents shall carefully read the information contained herein and submit a complete response to all requirements and questions as directed. Submittals and any other information submitted by in response to the RPQ shall become the property of Macon-Bibb County.

F. Responsiveness

In order to be considered “*responsive*” the submission must include completed copies of the following documents:

- Proposer Qualification Form
- List of Sub-Consultants
- Minority Participation Goal
- Financial & Legal Stability Statement
- Georgia Security and Immigration Compliance Act (E-Verify) Affidavit
- Non-Collusion Affidavit

G. Responsibility

In order to be considered “*responsible*” the submitting firm must meet the following minimum qualifications:

- Three (3) years of experience providing the services included herein
- Licensed to do business in the State of Georgia
- Financially and legally responsible to perform the services included herein

H. Reservations

Macon-Bibb County will not provide compensation to Respondents for any expenses incurred by the Respondent(s) for submittal preparation or for any demonstrations that may be made, unless otherwise expressly stated or required by law.

Each submission should be prepared simply and economically, providing a straightforward, concise description of your firm’s ability to meet the requirements of this RPQ. Emphasis should be on completeness, clarity of content, responsiveness to the requirements, and an understanding of the Owner’s needs.

Macon-Bibb County makes no guarantee that an award will be made because of this RPQ and reserves the right to accept or reject any or all submittals, with or without cause, waive any formalities or minor technical inconsistencies, or delete any item/requirement from this RPQ or contract when deemed to be in the Owner’s best interest.

Macon-Bibb County will consider only representations made within the submission in response to **this RFQ**. Owner will not be bound to act by any previous knowledge, communication, or submission by the firms other than this RPQ.

Failure to comply with the requirements contained herein may result in the submission being deemed “non-responsive” or “non-responsible”. Non-responsive submissions will not be reviewed for potential awards.

I. Local Preference

Macon-Bibb County reserves the right to award bids to County businesses and merchants whose bid is within **5% (five percent)** of the lowest responsive and responsible bid which conforms to the Invitation to Bid.

II. BACKGROUND

Macon-Bibb Consolidated County Government (“Macon” or “the County”) was formed in 2014 pursuant to the consolidation of the Bibb County and City of Macon governments. Macon-Bibb County sits in the “Heart of Georgia” at the intersection of three major interstates: I-75, I-475, and I-16 with a high urban density (1,743 persons/sq. mi.) within 55 square miles. Macon-Bibb County is ideally positioned approximately 150 miles west of the Port of Savannah and 75 miles southeast of Atlanta.

Macon-Bibb County purchased the site in 2024 and imploded the former hotel on the site on January 1, 2025. The site has been made build-ready after a complete demolition of the building. The project builds on years of planning on the property across Riverside Drive for development and the masterplan for the urban core of Macon-the Macon Action Plan. The goal for the development of the site is to make Macon more competitive for convention traffic through a state-of-the-art facility that increases the amount of usable space and makes the convention center walkable to local businesses in downtown Macon.

The County partnered with Gateway 75, LLC to retain TVS to produce the conceptual plan for this development which is appended to this solicitation.

III. SCOPE OF SERVICES

Developer will propose a deal structure for a hotel, convention center and parking deck and execute the development. The developer will either operate or work with an operator of the hotel and convention center.

The County anticipates a facility which will contain up to 120,000 sq. ft. of exhibit/ballroom/meeting space and a minimum 220 key mid-rise hotel with structured parking attached, in accordance with the attached conceptual plan. The conceptual plan is incorporated for informational purposes only with the final programming, design and construction of the facility to be agreed upon by the County and the selected developer. The specific deal structure will be determined after selection of the qualified developer in order to provide the best value to the County from the development of this facility.

Selected developer will also have the right of first refusal to develop an additional hotel in partnership with Mercer University and Gateway 75, LLC on the development parcel at 695 Riverside Drive.

IV. SUMMARY OF KEY DATES

The overall schedule for accepting and reviewing Responses and Developer Selection is:

TASK	Due Date
RFQ Issue Date	June 18, 2025
Pre-Bid Conference and Site Tour Macon-Bibb City Hall, Commission Chambers, 700 Poplar Street, Macon, Georgia 31201,	June 25, 2025, 10:00 a.m.
A. <i>Closing Date for Written Questions must be emailed Laura Hardwick at lhawdwick@maconbibb.us</i>	June 27, 2025, 3:00 p.m.
Answers to Written Questions	July 1, 2025
Closing Date for Response Submission	July 17, 2025, 12 noon
Announcement of Shortlist	TBD, if necessary
Interviews with Shortlisted Firms	TBD, if necessary
Anticipated Date of Developer Selection	TBD

V. SUBMITTAL FORMAT AND REQUIREMENTS

Submissions must be organized in a manner to display whereas the required information is easily accessible with a table of contents with labeled tabs:

Consultant Background

- Letter of Interest
- History of the Firm (including years in business)
- Contact information (including address(es), telephone/Fax numbers, email, etc.
- Structure of the firm (include principal(s), project team, if applicable)

Experience

- Resume(s) of key personnel
- Reference list
- List of projects with similar scopes and size
- Enter additional elements of experience relevant to RPQ scope

Project Approach

- Detailed plan for accomplishing the Convention Center and Hotel project
- Explanation of preferred deal structure

Project Timeline

- Provide a project schedule outlining each identified deliverable

VI. SCORING (total possible number of points = 100)

Experience – Maximum 35 points
Project Approach – Maximum 35 Points
Project Timeline – Maximum 30 Points

Scoring will be performed by a team of reviewers utilizing the Point Allocation Guidelines included as Attachment “B”.

VII. AWARD BASIS

Awards will be recommended to the respondent with the highest number of points.

VIII. CONFIDENTIALITY AND OPEN RECORDS

- A. In order to ensure compliance with Georgia's Open Records Act, the following language must be included in all Macon-Bibb County contracts and will be a required term for any contract entered into as a result of this solicitation.

The Parties acknowledge that both Vendor and County are required to comply with the Georgia Open Records Act, O.C.G.A. § 50-18-70, et seq. See, *Milliron v. Antonakakis*, 905 S.E.2d 657 (Ga. 2024). As a result, Vendor acknowledges and agrees that County may make such disclosures as are authorized or required under the Georgia Open Records Act, notwithstanding any claims of confidentiality asserted by Vendor as to any records or data in the County's possession.

Upon execution of this Agreement, Vendor shall designate in writing that one or more of its officers shall be the open records officer for Vendor in accordance with the Open Records Act. In the event that Vendor receives a request for records under the Open Records Act, Vendor shall notify County within two business days by sending an email, return receipt requested, to OpenRecordsNotices@maconbibb.onmicrosoft.com. The vendor shall provide the County with copies of all records proposed for production prior to responding to such requests. The vendor shall assert all exemptions and exceptions available to the fullest extent of the law and shall not produce any records which are subject to withholding under the Open Records Act or any other state or federal law. Vendor shall have a duty to consult with independent legal counsel concerning which records are or are not subject to production prior to making any production, and shall certify to County at the time the proposed production is provided to County that the records contained therein have been reviewed by counsel for responsiveness and that all information that is protected or protectable from release under the law has been redacted therefrom. Vendor shall be responsible for calculating response costs and billing requestors for all requests sent in accordance with the Open Records Act, and Vendor's complete compliance with the provisions of this section shall be performed at no cost to County.

Vendor assumes all civil and criminal liability for its own compliance with the Open Records Act. In the event that Vendor produces material records that are subject to withholding under the Open Records Act, and it would be impossible or very difficult to accurately estimate the damage and harm caused to County by such production, then Vendor shall pay County the sum of \$10,000.00 per request as liquidated damages. The Parties intend that these liquidated damages shall constitute compensation, and not a penalty, and that the liquidated damages are a reasonable estimate of the anticipated or actual harm that might arise from a breach by Vendor. Where actual damages are calculable, then the County shall reserve the right to seek actual damages for the harm caused by such production instead of liquidated damages. Nothing herein shall be construed as limiting in any way the County's right to seek injunctive, declaratory, or other relief to prevent the release of protected information prior to any such production being made.

IX. SUBCONTRACTOR REPORTING REQUIREMENTS

- A. Contractor shall submit a "Subcontractor/Supplier Participation Report" on this contract quarterly to the Macon-Bibb County Office of Small Business Affairs which shall include the following:
1. The name of each subcontractor or supplier participating in the contract.
 2. A description of the work to be performed, materials, supplies, and services provided by each subcontractor or supplier.
 3. Whether each subcontractor or supplier is a minority owned, woman owned, LGBTQIA+ owned, veteran owned, disabled person owned, Certified Disadvantaged Business Entity, non-profit, or local business.
 4. Whether each subcontractor is a supplier, subcontractor, or other.
 5. The dollar value of each subcontract or supply agreement.
 6. The actual payment to date of each subcontractor or supplier participating in the contract
- B. The report shall be updated during the applicable quarter by the Contractor whenever any of the approved subcontractors or suppliers have completed the portion of the work they were contracted to perform. Copies of this report should be transmitted promptly to the Macon-Bibb County Office of Small Business Affairs.
- C. The County may withhold any payment due to the Contractor on any project for failure to submit the Subcontractor/Supplier Report within thirty (30) days following the end of the calendar quarter or for the failure to submit updates to the quarterly report within thirty (30) days of any subcontractor or supplier having completed the portion of work they were contracted to perform.