

## SECTION II

### RECREATION FACILITY DEVELOPER/OPERATOR 4801 MEDING STREET CITY OF SAVANNAH, GEORGIA EVENT #

- 2.0 BROAD DESCRIPTION OF PROJECT: The City of Savannah is seeking an owner/developer to build, manage, and operate a first class recreational facility at the former Fairgrounds site located at 4801 Meding Street, Savannah, Georgia 31405 (PIN 2-0108 -01-001).
- 2.1 OWNER OBJECTIVE. In issuing this RFP, the City (Owner) is seeking to sell for \$1.00 a pad site to the highest responsible proposer for the development, operation, and management of a world-class multi-functional recreational building to provide low-cost recreation related services and amenities to the public.
- 2.2 SCOPE OF SERVICES: The successful proposer will build, manage and operate at their sole expense a world-class recreational facility in accordance with industry best practices and standards; said facility to include a minimum of the following:
- a) At least 4 – 6 indoor basketball courts to facilitate mass-play and tournament events;
  - b) An indoor running track;
  - c) A fitness room to include cardiovascular and weight resistance training equipment, floor pads, mirrors, and related furniture, fixtures, and equipment;
  - d) A full size commercial grade kitchen and dining area;
  - e) Classroom and meeting spaces;
  - f) Provide senior programs, after-school youth programs, meeting spaces, and more.

The successful proposer will operate and maintain the Premises in a manner that is compliant with all applicable codes, permitting, zoning, and licensing requirements for which the proposer is proposing.

#### 2.3 GENERAL TERMS AND CONDITIONS:

2.3.1 Deed of Property. The City plans to grant to the successful proposer and to its agents, employees, guests and invitees a Quit Claim Deed for a building pad to support the proposed facility; said pad to be granted for consideration of \$1.00 for the Proposer to fund, manage, develop, and operate the proposed facility.

2.3.2 Intended Use. The successful proposer shall use the granted pad site for the sole

purpose of developing and operating a high-quality recreational facility available for use by the public at an affordable cost/fee structure.

2.3.3 Off-Site Improvements: The City will develop and provide all off-site improvements necessary to support the facility; including asphalt paved parking, landscaping, drainage, utility tie-ins, and related infrastructure to support the development and intended use of the facility.

2.3.4 Management and Maintenance. Successful proposer shall solely be responsible for securing, managing, operating, and maintaining the operations and conditions of all aspects of the proposed facility in a safe, clean, and professionally appealing condition.

2.3.5 Site and Facility Plan Approval. The proposed facility will be part of a much larger recreational project on City property and will thus plans for construction and operations shall be subject to the review and approval of the City; which approval shall be granted or withheld in the City's sole discretion.

2.3.6 Accounting. Successful proposer shall maintain financial records according to standard accounting principles, to be audited annually.

2.3.7 Record Keeping. Successful proposer shall maintain sufficient records and documentation to substantiate satisfactory completion of their development, occupancy, use, and management duties as described herein. Notwithstanding the above, all records pertaining to this Agreement shall be made available for inspection by the City at any time, upon reasonable notice.

2.3.8 Standard Operating Procedures and Policies. Successful proposer will maintain a standard Policy and Procedures Manual to guide operations, which Manual shall be made available to the City's representative upon request.

2.3.9 Business Plan: Successful proposer shall prepare a business plan detailing proposed programming of the facility, staffing plans, estimated operating expenses, estimated fee/revenue schedules and annual amounts, and related information to support their proposed plan for the property.

2.4 **FORMAT**. Proposals shall be submitted in the following format and include the following information.

- a) Cover letter stating the intent of the proposer for this event. Cover letter must include acknowledgement of all addenda issued for this proposal. If addenda are not acknowledged in the cover letter, proposals will not be considered further.
- b) Details regarding Proposers qualifications, experience, and capabilities to perform the scope of services.
- c) Business Plan.
- d) Proposed schedule for commencement and completion of construction.
- e) Conceptual floor plans and building renderings prepared by an architect

illustrating and describing the proposed facility, as well as an estimated budget of investment associated with the facility construction.

f) Proposed Schedule of DBE Participation and Non-Discrimination Statement, if applicable.

2.5 BASIS OF AWARD. Proposals will be evaluated according to the following criteria and weight:

a) Proposer's qualifications and experience *(20 points)*

Factors to be considered to determine whether the proposer possesses the requisite qualifications and experience include:

- 1) A resume of experience developing, managing, and operating similar projects as the proposed project.
- 2) Examples of similar projects actually developed, not just planned.
- 3) Demonstration of ability to perform work.
- 4) Leadership structure.
- 5) Project manager's experience.
- 6) Management approach.
- 7) Financial condition of proposing entity - Include financing commitment letter or financial statements supporting ability to perform.
- 8) Project ownership entity and form of ownership.

b) Business Plan *(20 points)*

- 1) The approximate dollar amount of financial investment to be made by the proposer to design and construct the proposed facility;
- 2) Activities to be operated (*i.e.*, fitness, aftercare, tutoring, tournaments, etc.);
- 3) Staffing levels;
- 4) Operating expenses;
- 5) Potential revenues and fees associated with use by venue and program;
- 6) Any other information relevant to the business plans for the development of this site.

c) Schedule to commence and complete the project *(15 points)*

- 1) Date plans are projected to be completed
- 2) Date construction is projected to commence
- 3) Date construction if projected to be completed and the facility becomes operational

d) Conceptual plans and proposed investment *(40 points)*

- 1) Concept plan of the proposed facility to be built and funded by proposer, to be prepared by a certified architect. The concept plan should include

the following detailed information about the proposed recreational facility:

- i) size and shape of facility (including floor plan(s) and square feet);
- ii) proposed venues / uses (*i.e.*, classrooms, fitness room, indoor track, basketball courts, game rooms, multipurpose rooms, class/meeting rooms, cafeteria, etc.);
- iii) renderings of at least two elevations of the exterior showing materials, colors, style, etc.

c) DBE participation (5 points)

A short list may be developed and interviews conducted with those proposers deemed to be most qualified. The City reserves the right to conduct interviews of any or all proposers at the City's discretion.

The City also reserves the right to negotiate with the highest rated proposer.

2.6 Copies: One (1) unbound, printed and signed original and six (6) identical, printed copies of the proposal and supporting documents must be submitted in response to the RFP. All responses must relate to the specifications as outlined. Only one copy of the fee proposal (in a separate, sealed envelope) shall be submitted.

2.7 Contacts: Proposers must submit proposals in accordance with the instructions contained in this RFP. All requested information must be submitted with the proposal. Instructions for preparation and submission of proposals are contained in this package. All questions regarding this request for proposal should be submitted in writing and emailed to the person listed on the summary event page

2.8 Local Vendor Definition

A bidder or business shall be considered a local vendor if it meets all of the following requirements:a)The bidder or business must operate and maintain a regular place of business with a physical address within the corporate limits of the city, and

b) The bidder or business must at the time of bid or quotation submission, have a current city business tax certificate issued by the City for at least one (1) year prior to the issuance of the requested competitive quote, bid, or proposal by the City (a post office box or temporary office shall not be considered a place of business), and

c) The business owner must serve a commercially useful function, meaning performance of real and actual service in the discharge of any contractual endeavor. The contractor/vendor must perform a distinct element of work for which the business owner has the skills, qualifications and expertise, as well as the responsibility for the actual performance, management and supervision of the work for which he/she has been contracted to perform

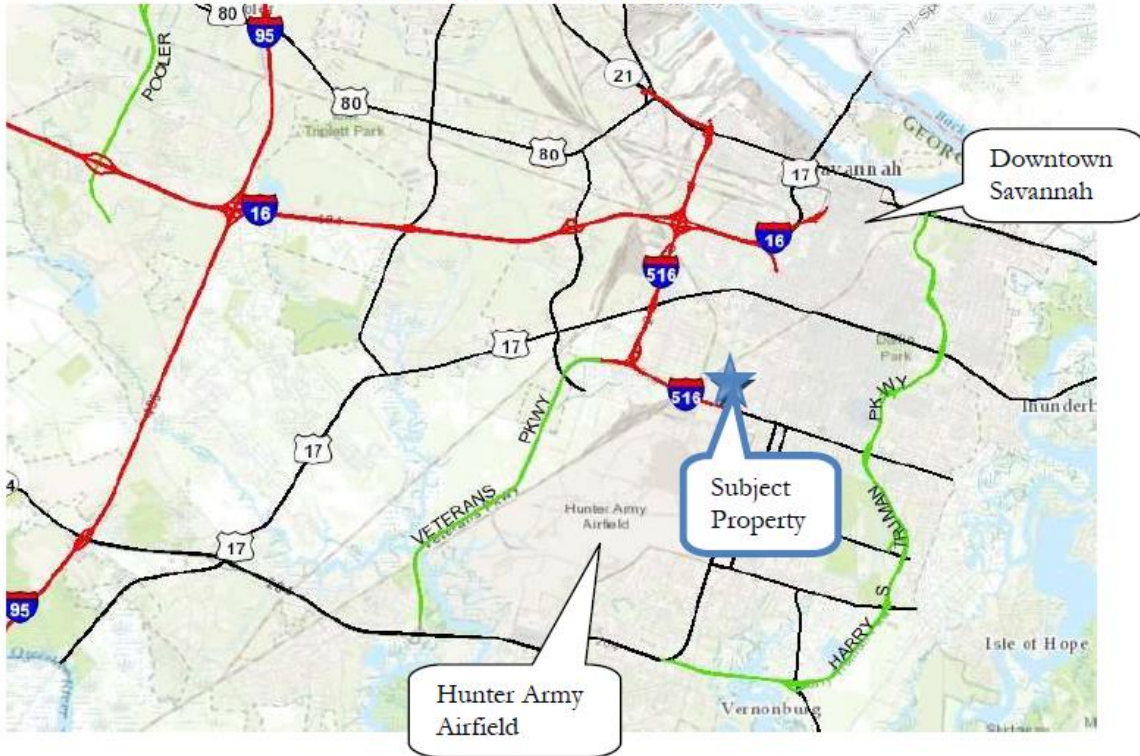
2.9 Fees: Proposer shall submit proposed investment based on the detailed listing in Section 3.

2.10 Acknowledgement of Addenda: Vendor is responsible for determining and acknowledging any addenda issued in connection with this RFP. Addenda must be acknowledged in order for proposals to be considered.

All questions submitted by interested parties in response to this request are assembled by the City's Purchasing Department and posted, along with answers/responses, for the public to review. This public process ensures transparency and equity, and avoids potential conflicts of interest.

**Inspections:** Interested proposers may contact the City Real Estate Services Department (912-651-6524) to schedule an inspection of the premises if desired.

**GENERAL LOCATION MAP**



**AERIAL PHOTOGRAPH**



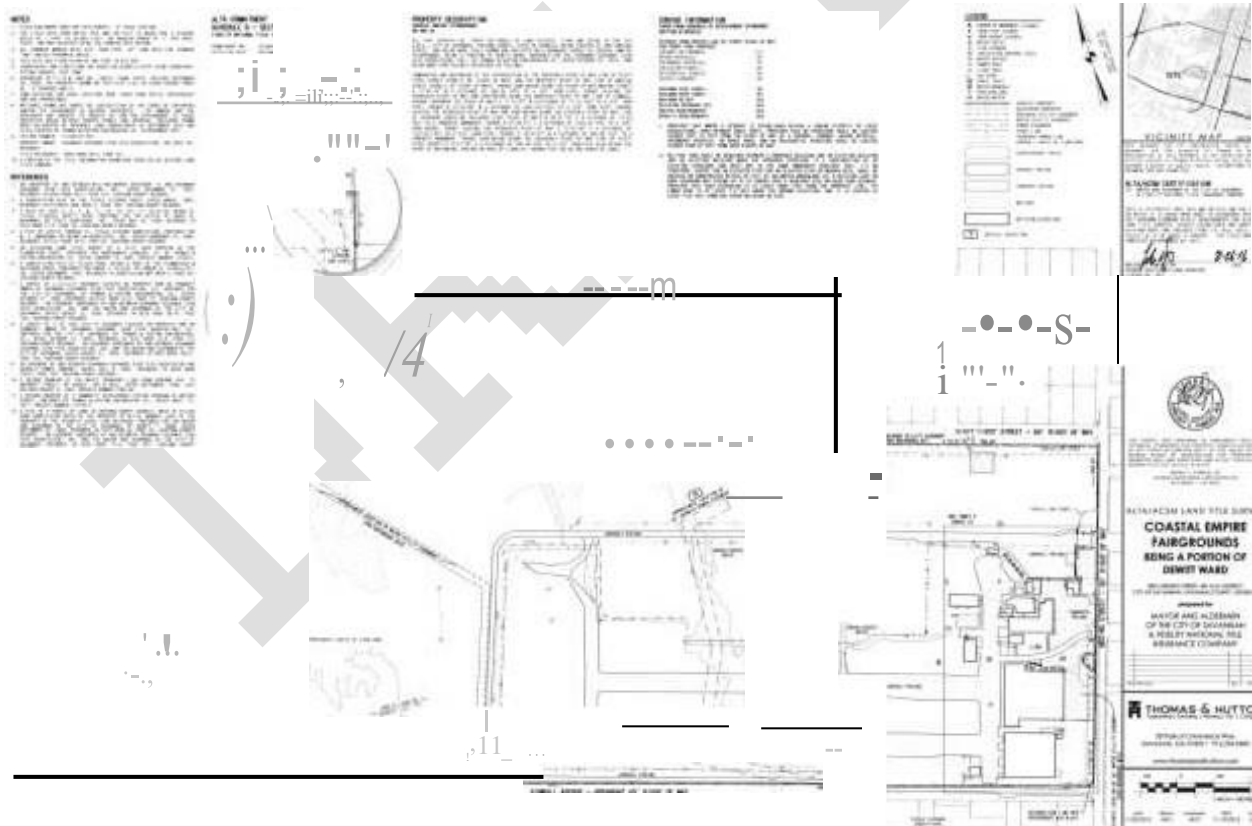
(View to North)

**VIEW FROM MEDING STREET**



Source: Google Earth

### ALTA SURVEY OF PARENT TRACT



NOTE: Copies of the ALTA survey will be provided to interested parties upon request.  
 The City will prepare a subdivision plat and legal description of the Subject Property.