



PUBLIC NOTICE

REQUEST FOR PROPOSAL/STATEMENT OF QUALIFICATIONS

No# 060-14

Northwest Georgia Regional Hospital Site Redevelopment

The City of Rome, Georgia is accepting Proposals/Statements of Qualifications from firms interested in conceptualizing and providing a Redevelopment Plan for the Northwest Georgia Regional Hospital Site. Interested parties must be experienced with all aspects of residential, mixed-use, commercial and industrial redevelopment. The City of Rome reserves the right to accept, reject, and/or negotiate any or all proposals.

Interested parties may receive a copy of the proposal package by logging on to the City of Rome Georgia Website at www.romefloyd.com or by contacting the City of Rome Purchasing Department at 706-236-4410. All questions regarding the proposal should be sent via e-mail to Bill Gilliland at bgilliland@romega.us. All questions and answers will be posted on the City/County website www.romefloyd.com. It is the responsibility of interested parties to visit the website regularly to view any new information that may be posted.

This Redevelopment Plan is funded by the City of Rome, Georgia.

Proposals shall be received until **4:00 p.m. on January 22, 2015** in the City of Rome Purchasing Department, City Hall, 601 Broad Street, Rome, Georgia 30161, at which time and place all proposals will be publicly opened and acknowledged.

CITY OF ROME, GEORGIA

By: William P. Gilliland

Purchasing Director

INSTRUCTIONS TO SUBMITTING FIRMS

RFQ/RFP-060-14

Northwest Georgia Regional Hospital Site Redevelopment

Background

The City of Rome Georgia has engaged with the State Properties Commission through a Memorandum of Understanding for the purpose of conceptualizing a redevelopment plan for the Northwest Georgia Regional Hospital. The campus is broken into three (3) components. The Division of Public Health occupies 6.432 acres, the Department of Juvenile Justice occupies 25.643 acres, and the main hospital campus is 132.502 acres. All redevelopment proposals should focus on the 132.502 acres while recognizing the adjacent uses and provide a vision to maximize the use of the property in conjunction with the current and changing land use in the surrounding area. Furthermore, a Phase One Environmental Assessment was completed by Peachtree Environmental in February 2012.

This property contains a variety of structures that range in age and condition. Most of the structures are vacant and not in use. It is the goal of the City of Rome to prepare a redevelopment master plan that highlights the highest and best use of the property. Acceptable options could range from adaptive re-use to complete demolition.

Scope of Services

The successful proposal should address each of the following goals:

1. Attend an initial meeting with the City of Rome to identify goals and objectives for redevelopment of the Northwest Georgia Regional Hospital site.
2. All options presented shall take into consideration the Phase One Environmental Assessment completed in February 2012 by Peachtree Environmental and will be made available upon request.
3. The plan shall assess the level of utilization of all existing utilities including, gas, electrical, water, sewer, storm water, telecommunications/technology, etc. If utilities are insufficient, provide a recommendation for areas to be improved.
4. Conduct analysis of existing building structures identifying potential deficiencies.
5. Provide analysis to identify circumstances and challenges impacting potential re-use and redevelopment considerations.

6. Work with City staff to facilitate public hearings with key stakeholders to solicit comments regarding redevelopment of the Northwest Georgia Regional Hospital Site. Stakeholders shall include City of Rome management, any and/or all members of the Rome City Commission and other civic leaders identified by City leadership.
7. Assist with a roundtable with local developers seeking feedback concerning feasibility and opportunities for re-use and redevelopment.
8. Prepare and present a report containing conceptual redevelopment plans along with a written report outlining the plans presented. This report and plan shall include land re-use scenarios, any/all base analysis data used to generate the report and plan along with concept parameters and potential development/redevelopment strategies specific to the Northwest Georgia Regional Hospital site.
9. Produce comprehensive report identifying current known or future uses for the site.
10. The plan must include a land use analysis to insure appropriate use of the property along with an assessment of current zoning and adjoining zoned property to insure compatibility and recommend zoning changes that may be necessary.
11. Identify potential development partners for the plan including ventures of public/private partnerships for purposes of redevelopment.
12. Identify any redevelopment tools and incentives to promote creative and successful redevelopment.

Submittal Requirements

Submitting firms must submit six (6) copies of their proposal, enclosed in a sealed envelope or box, addressed to City of Rome Georgia, Mr. Bill Gilliland, Purchasing Director, P.O. Box 1433, Rome, Georgia, 30162-1433, and labeled "**Northwest Georgia Regional Hospital Site Redevelopment RFQ/RFP 060-14**". Proposals shall be received until **4:00 p.m., January 22, 2015** in the City of Rome Purchasing Department at City Hall, 601 Broad Street, Rome, Georgia 30161, at which time and place all proposals will be publicly opened and acknowledged.

Qualifications and Experience

Proposals must provide the following information to establish the qualifications and experience of the Bidder:

- 1) A brief description of the firm, including a short history of the company, and comments regarding the type of work normally performed by the company. A summary of the firm's experience with government redevelopment projects. The

size of the company's professional, technical, and support staff, the resources that are available to the company pertinent to the proposal, and the number of years the company has been in existence.

- 2) Certification that the Bidder or its officers or any predecessor companies are not under any part of the Bankruptcy Act nor ever filed under the Bankruptcy Act within the previous seven years.
- 3) Provide a listing of relative experience with projects and related services similar in nature, with emphasis on projects similar in scope or characteristic to that proposed for the City of Rome Georgia.
- 4) Provide a minimum of three references from previous work activities with local governments. Provide the name of a contact person with a telephone number, email or other contact information.
- 5) Provide a summary of qualifications, specific and general, of the company and the resume of the person to be assigned to the project.

Cost Proposal

The cost proposal should include a Lump Sum Cost with itemized billing, including an hourly billing rate schedule for all staff positions that are anticipated to be involved in the project. The Proposal should state any service that will not be provided but may be necessary to complete all activities as required by this Requests for Qualifications/Proposal. Invoicing will be after implementation and acceptance by The City of Rome Georgia designated representative. **THE COST PROPOSAL SHOULD BE SUBMITTED IN A SEPARATE ENVELOPE INSIDE THE PROPOSAL PACKAGE.**

Insurance

Before any work begins, the successful firm must provide a certificate of Insurance in the amount of \$2,000,000 in liability coverage with the City of Rome listed as the additionally insured.

Questions and Interpretations

No inquiries or interpretation of meaning concerning this Request for Proposal will be made to any interested party orally. Every inquiry or request for interpretation should be made in writing via e-mail. All inquiries and requests for interpretation should be sent via e-mail to Bill Gilliland at bgilliland@romega.us. All questions and answers will be posted on the website www.romefloyd.com. Click on administration and then BIDs and RFPs. It will be the responsibility of interested parties to periodically check the website for any new information.

Scoreable Mandatory Requirements

After submitted proposals are reviewed, scoring will be according to the following evaluation criteria:

1. All proposals will be evaluated individually on their technical merits prior to examining the price.
2. The technical evaluation will consist of a qualitative review of the following factors, each with a 10 point maximum.
3. History and experience of the submitting firm's abilities and experience of the individuals and/or firms that will be providing the services. (10 Points)
4. Capability to provide required services in a timely manner. (10 Points)
5. References--- Redevelopment projects only, provide the name and contact information of at least (3) three references (10 Points)
6. Provide examples of Redevelopment projects of a similar nature that the firm or firm personnel has completed in the last 24 months (10 Points)
7. Proposed implementation schedule (10 Points)
8. Budget---Ability of amount submitted to fit into the established budget. (10 Points)

Evaluation and selection process

Proposals will be evaluated by a team consisting of key City of Rome Georgia staff members. Team members will review the proposals individually and collectively to determine total points and rank them accordingly. The team may choose to interview the top candidate or possibly more.

It is the policy of the City of Rome to prohibit discrimination against any person or business in pursuit of business opportunities on the basis of race, color, sex, religion, national origin or geographic location and to conduct its contracting and conducting so as to prevent such discrimination. The submittal must describe the firm's plan to utilize disadvantaged, minority owned and woman owned business enterprises in the executing the project if the opportunity is present. Proposed staff and team members must be the actual project resources who will serve the City on this project.

PLAT MAPS

NORTHWEST GEORGIA REGIONAL HOSPITAL CAMPUS



MS - 249.pdf



MS - 250.pdf

SUBMITTING FIRMS DECLARATION

The submitting firm understands, agrees and warrants:

That the firm has carefully read and fully understands the full scope of the requirements of the project.

That the firm has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.

That the firm has liability insurance and a declaration of insurance form will be provided before the commencement of any work

That this RFP/RFQ may be withdrawn by requesting such withdrawal in writing at any time prior to **January 22, 2015 @ 4:00 p.m.** but may not be withdrawn after such date and time.

That the City of Rome reserves the right to reject any or all proposals and to accept that proposal which will, in its opinion, best serve the public interest. The City of Rome reserves the right to waive any technicalities and formalities in the proposal process.

That by submission of this bid the firm acknowledges that the City of Rome has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the bidder.

If a partnership, a general partner must sign.

If a corporation, the authorized corporate officer(s) must sign and the corporate seal must be affixed to this bid.

BIDDER:

_____	_____
Name	Title

_____	_____
Name	Title

AFFIX CORPORATE SEAL (If Applicable)

CERTIFICATE OF NON-DISCRIMINATION

In connection with the performance of work under this contract, the bidder agrees as follows:

The bidder agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, ancestry or disability. The vendor shall take affirmative action to insure that employees are treated without regard to their race, creed, color, sex, national origin, ancestry or disability. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruiting or recruitment, advertising, lay-off or termination, rates of pay or other compensation and selection for training, including apprenticeship.

In the event of the bidder's non-compliance with this non-discrimination clause, the contract may be canceled or terminated by the City of Rome. The bidders may be declared, by the City of Rome, ineligible for further contracts with the City of Rome until satisfactory proof of intent to comply shall be made by the vendor.

The bidder agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

BIDDER

SIGNATURE

TITLE

NON-COLLUSION AFFIDAVIT

The following affidavit is to accompany the bid:

COUNTY OF _____

STATE OF _____

Owner, Partner or Officer of Firm

Company Name, Address, City and State

being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached bid. Affidavit further states as bidder, that they have not been a party to any collusion among bidders in restraint of competition by agreement to bid at a fixed price or to refrain from bidding; or with any office of the City of Rome or any of their employees as to quantity, quality or price in the prospective contract; or any discussion between bidders and any official of the City of Rome or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

FIRM NAME _____

SIGNATURE _____

TITLE _____

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE ____ DAY OF _____, 20____

NOTARY PUBLIC
My Commission Expires:

CITY OF ROME

DRUG-FREE WORKPLACE CERTIFICATE

By signature on this certificate, the Bidder certifies that the provisions of O.C.G.A. Section 50-24-1 through 50-24-6 related to the “Drug-Free Workplace Act” will be complied with in full.

The Bidder further certifies that:

1. A drug-free workplace will be provided for the Bidder’s employees during the performance of the contract; and
2. Each contractor who hires a subcontractor to work in a drug-free workplace shall secure from that subcontractor the following written certification: “As part of the subcontracting agreement with (contractor’s name), (subcontractor’s name) certifies to the contractor that a drug-free workplace will be provided for the subcontractor’s employees during the performance of this contract pursuant to O.C.G.A. Section 50-24-3(b)(7).”

By signature on this certificate, the Bidder further certifies that it will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

Bidder: _____

By: _____

Name Printed: _____

Title: _____

Date: _____

CITY OF ROME, GEORGIA
E-VERIFY COMPLIANCE AFFADAVIT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of the City of Rome, Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A, § 13-10-91 (b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification number
(Not Required if Less than 10 Employees)

Signature (if less than 10 employees)

Date of Authorization

Name of Contractor/Company

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 20____ in _____(city) _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE _____ DAY OF _____, 20____

NOTARY PUBLIC

My Commission Expires:

CITY OF ROME, GEORGIA
SAVE COMPLIANCE AFFADAVIT
O.C.G.A § 50-36-1(e)(2) Affidavit

By executing this affidavit under oath, as an applicant for a (n) Contract or Services, as referenced O.C.G.A. C. § 50-36-1, from the City of Rome, Georgia, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1) _____ I am a United State citizen.

- 2) _____ I am a legal permanent resident of the United States

- 3) _____ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.
My alien number issued by the Department of Homeland Security or other federal immigration agency is: _____.

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:_____.

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed in _____(city), _____ (state).

Signature of Applicant

Printed Name of Applicant

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____DAY OF _____, 20____

NOTARY PUBLIC
My Commission Expires: