Request for Qualifications

For a

Master Developer

Fort Gillem Military Base

Forest Park/Fort Gillem Local Redevelopment Authority

c/o Fred Bryant, Executive Director
745 Forest Parkway, Forest Park, Georgia 30297
Phone (404) 366-4720    Fax (404) 608-2343
DESCRIPTION

The Forest Park/Fort Gillem Local Redevelopment Authority is soliciting qualifications for a Master Developer of all Surplus Property located on, or identified as Fort Gillem, Georgia. Fort Gillem is a 1427-acre Military (Army) Base located in metro Atlanta area approved to close not later than September 15, 2011 as a result of BRAC 2005. The Army will retain an enclave of approximately 237 acres.

Objectives of this mixed-use project are to support continued operation of the military base, emphasize job creation, support public service facilities, maximize potential reuse and economic development opportunities, create non-competing land uses and create a new tax base for the City of Forest Park.

Specific goals of the mixed-use project are to: stimulate economic growth by attracting new business, investment and industry; to implement the Fort Gillem Strategic Reuse Plan (July 2007) in a manner that stimulates long-term growth and development for new and existing industries and businesses; to improve and sustain the public education system to meet the educational needs of youth, the workforce, and all citizens of Forest Park/Clayton County; to improve and sustain the quality life for the workforce and all citizens of Forest Park/Clayton County; to develop and sustain a positive reputation for the City of Forest Park/Clayton County; and, to develop and sustain one-community by a seamless transition from community to community.

The Forest Park/Fort Gillem LRA Strategic Reuse Plan and Homeless Assistance Submission were submitted to Department of the Army, U.S. Department of Housing and Urban Development, and Office of Economic Adjustment on August 6, 2007. The Plan and Submission are posted on the City of Forest Park website, www.forestparkga.org.
Master Developer

1. Definition of Master Developer

a. A master developer would be responsible for the planned development of the land and infrastructure of the Base, including any site(s) off the Base that has been approved as part of the Homeless Assistance Submission. This would include, but is not limited to, infrastructure and utilities planning, site preparation, environmental engineering and remediation, the identification of users, and the potential building of product for tenants. The master developer is responsible for managing the development and disposition of sites from planning refinement to final buildout, overseeing site preparation and infrastructure development, financing, marketing and asset management. The master developer and Forest Park/Fort Gillem Local Redevelopment Authority will delineate their roles, relationship, and responsibilities in an appropriate written agreement.

b. The master developer should:
   1. Have the ability to undertake extensive planning refinement studies to address infrastructure issues, environmental issues, and land development issues not fully-developed and/or addressed in the Strategic Reuse Plan.

2. Have the ability to finance or obtain financing to begin and sustain the development process.

3. Have relationships with other professional firms to build the necessary team.

4. Have relationships with potential end users and tenants for the development.

5. Have knowledge of the Developments of Regional Impact/Atlanta Regional Commission process and local staffing relationships.

6. Have extensive experience in all phases of the development process and experience in multi-product/mixed-use development including residential, retail, office, commercial and industrial.

2. Responsibility of the Master Developer

It will be the responsibility of the Master Developer to refine existing plans, to develop or arrange for the development, sale, lease, and/or manage
developments of each development site. Each of the development sites is to be developed by the master developer or a developer selected by the master developer. Master planning/specific planning and the acquisition of land use entitlements will be the responsibility of the master developer. The City/Redevelopment Authority should expect a master developer to demonstrate the ability to address the following requirements:

a. Ability to secure tenants and market the property to end-users. Developer should address the types and levels of jobs, and the approach to secure tenants that best match the employment opportunity goals and objectives outlined in the Strategic Reuse Plan and City’s Comprehensive Plan.

b. Schedule of development performance and schedule of development through a refinement of the market analysis that depicts absorption and tenant mix for the project area. Ability to secure and post performance bonds.

c. Analysis of potential synergetic land uses and tenant relationships, in particular addressing and providing for unmet opportunities associated with the development and operation of Fort Gillem.

d. Understanding of strategic reuse goals and objectives and means of how the plan will meet and implement those goals and objectives.

e. Financial capability of the firm and sound financial plan that identifies funding sources, financing options for infrastructure and facilities development, and additional tools available which could be utilized to implement the plan.

f. Demonstrate a Development Phasing Plan that can subsequently be supported through a Capital Improvement Plan.

g. A conceptual Master Development Plan for the property, and demonstrate its consistency with the Strategic Reuse Plan. This plan should delineate the components, planning tools and means of implementing such plan for the property.

h. Provide components of the team, and how the project can be moved from inception to long-term completion and execution. List all members of the group and their respective capabilities and responsibilities. It is imperative that the team have the proven expertise to fully execute the plan. Qualification of each team component should be provided, along with references.

i. Provide definition of the Key Elements of the Proposal.
j. Demonstrate willingness to enter into a Public/Private Partnership to implement the redevelopment plan.

k. The master developer should have experience in working under the oversight and control of a Local Redevelopment Authority and/or Local Governing Body.

l. Show familiarity with “Smart Growth” and “Green Building” principles.

3. RFQ Submission Requirements

Interested master developers (or teams) should submit the following information:

a. Development Entity – Identify the entity which would contract or otherwise enter into formal relationship with the Forest Park/Fort Gillem LRA including all joint venture/limited partners, indicating respective percentage interests. Include a complete listing of names, addresses, phone numbers, e-mail addresses and FAX number for all parties.
   1. State intended role of each development partner in the implementation of the development and the responsible entity in the organization structure for the ongoing management.
   2. Name principal in charge.
   3. Include resumes of key individuals who would implement this project.

b. Development Team – Identify key consultants and provide a summary of relevant experience.

c. Financial Capability – Submit any publicly available financial documentation such as annual reports, which describe the company’s financial capability. Other information that may be requested:
   1. Composition of real estate portfolio by project and land use in such project.
   2. Comparable recent experience (last 2-3 years) in securing financing detailing type of project, financing sources, level of funding and closing dates.
   3. List of projects currently under planning and development including
status, development schedule, and financial commitments required of developer.

d. **Relevant Experience and Background** – Describe relevant project experience, particularly with military base reuse or large-scale urban mixed use developments, including the following information for not more than five projects:

1. Provide a summary of the experience of the Master Developer in managing large, complex redevelopment projects that required interaction with a broad range of interested parties from both the private and public sectors. Describe role of public sector in each project and financial assistance required, if any.

2. Describe each team member’s experience within the most recent ten years related to: redevelopment projects in urban settings; redevelopment projects involving Brownfields and/or former military bases with environmental contamination/remediation components; and, mixed use and mixed income redevelopment projects which you consider similar in nature to the Project in this case.

3. Provide any evidence of completion of any large-scale redevelopment projects comparable in size and scale to the Project proposed herein. Include a general description/history including role of development entity, unique challenges of project, occupancy history, and current management/owner contact.

4. Present each team member’s previous relevant project experience that you consider relevant, and include the name, address and telephone numbers for each team members who participated in such projects.

5. Project cost and capital financing sources used.

6. Identify any other relevant organizational, consultant or other available resources that will be committed to the Project.

7. Four (4) references, one of which must be a bank reference, including name, title, company, institution or agency and telephone and project connection.

8. Please advise whether the Master Developer or any other entity or individual name in your response to this RFQ is involved in any significant litigation or other disputes that could materially and
adversely affect your ability to perform and complete the Project describe herein.

GENERAL INSTRUCTIONS

1. The qualification package and 5 copies (6 total) should be submitted in a sealed envelope, clearly marked “Forest Park/Fort Gillem Local Redevelopment Authority” on its face to:

   Fred Bryant, Executive Director
   Forest Park/Fort Gillem Local Redevelopment Authority
   745 Forest Parkway
   Forest Park, Georgia 30297

2. **Qualifications must be received at the above address no later than 11:00 a.m. on October 2, 2007 to be considered.**

3. Qualifications should be limited to 30 pages, excluding resumes of assigned personnel and firm experience, and should contain at least the following items:

   a. Summary of the qualifications of all key personnel assigned to this project.

   b. Summary of your understanding of the project and your approach to it.

4. Qualifications must be typed or printed in ink. All corrections made by the Master Developer prior to the opening must be initiated and dated by the Master Developer. No changes or corrections will be allowed after qualifications are opened.

5. The qualification package must contain a manual signature of an authorized representative of the firm on the cover sheet.

6. Qualifications received prior to the time of opening will be secured unopened. The person opening the qualifications will do so on or after the specified time. Qualifications received after the schedule receipt time will not be accepted and will be marked “LATE”.

7. Questions concerning the required submittals and procedures should be addressed to Fred Bryant, Executive Director, at 404-366-4720 or by fax at 404-608-2343.
8. **REJECTION OF QUALIFICATIONS/PROPOSALS**: The Forest Park/Fort Gillem Local Redevelopment Authority reserves the right to reject any and/or all Qualifications/Proposals, in whole or in part. The successful Master Developer will have thirty (30) days from the date of award of the project to execute a contract with the City.

9. **RFQ REQUIREMENTS SUPREMACY**: This RFQ must be attached to the agreement/contract as exhibit one, and must be recognized and adhered to as the basis of all contract obligations. Any deviations from the RFQ requirements in other sections of the contract will be superceded by the requirements noted in this Request For Qualifications.

10. **SELECTION PROCESS**: Qualifications will be evaluated by the Forest Park/Fort Gillem Local Redevelopment Authority. Firms (or teams of firms) with the top submittals may be asked to make formal presentations to the selection committee.

    All submittals will be acknowledged in writing. Firms selected for personal appearances will be notified by telephone regarding the time and date of their interviews. The Master Developer will be selected based on these evaluations/interviews. However, any or all qualifications/proposals may be rejected if it is deemed to be in the best interest of the Forest Park/Fort Gillem Local Redevelopment Authority.

11. **EVALUATION CRITERIA**: The following criteria will be used to evaluate qualifications:

    - Qualifications of Development Entity/Team – with emphasis on lead/contact person;
    - Financial Capability of the Master Developer/Team
    - Nature and quality of relevant experience and background
    - Understanding of the project and the Master Developer’s roles, relationships and responsibilities

    Equal opportunity: The Forest Park/Fort Gillem Local Redevelopment Authority is an equal opportunity employer and will select a Master Developer without regard to age, handicap, religion, creed or belief, political affiliation, race, color, sex, or national origin.

12. **ACCEPTANCE OF QUALIFICATIONS**: The Forest Park/Fort Gillem Local Redevelopment Authority reserves and holds the following rights and options:
• To reject any and all firms submittals;
• To re-advertise if deemed necessary;
• To interview candidates prior to making a selection;
• To issue subsequent Requests for Qualifications;
• To not negotiate or contract for the services;
• To approve, disapprove, or cancel all work to be undertaken