



**STATE OF TENNESSEE
DEPARTMENT OF GENERAL SERVICES**

**REQUEST FOR INFORMATION
FOR**

Memphis Regional Megasite
RFI # 33001-18103

1. STATEMENT OF PURPOSE:

The State of Tennessee, Department of General Services, issues this Request for Information ("RFI") for the purpose of identifying vendors who have the capacity and experience to provide industrial site consulting services to the State. The State appreciates your input and participation in this process.

2. BACKGROUND:

Memphis Regional Megasite– Haywood and Fayette County (4,100 acres)
Economic & Community Development

Development of the Memphis Regional Megasite began in 2005 with a vision to create a site that would be transformational to the economic landscape of West Tennessee. It is important to inventory the historical journey of events related to the MRM in order to understand the need for additional basic infrastructure investment. After the initial land acquisition in 2005, the site was certified as a TVA Megasite by McCallum Sweeney in 2006, and the State of Tennessee purchased the property in 2009. Since that time, significant activity has taken place, including extensive engineering and environmental studies, the improvement of I-40 Exit 42, construction and realignment of SR 222, construction of water tower infrastructure, and the purchase of adjacent land.

At present, the State has been actively marketing the megasite and requires technical and consulting assistance as further described below to meet the timelines and deadlines required to deliver functional sites to potential tenants. These consulting services are requested to begin as soon as possible, no later than January 1, 2018.

2.1. Scope:

- Provide ongoing technical expertise and consultation on industrial site-related matters on an as-needed basis as requested by the State, including, but not limited to:
 - Assistance with coordination of utility, transportation, and railroad services;
 - Assistance with local jurisdictional issues related to utility services;
 - Assistance with development of covenants and land use conditions;
 - Assistance with tenant negotiations;
 - Development and implementation of the following:
 - Site Management Plan
 - Maintenance Plan
 - Land-use and allotment Plan
 - Overall site management;
 - Assistance with proposal documents and contract negotiations;
 - Coordination and communication with stakeholders; and
 - Provide all services above in accordance with the State's timelines and deadlines for development of the Memphis Regional Megasite to meet the needs of future tenants.

2.2 Definitions and Abbreviations

Term	Definition
MRM	Memphis Regional Megasite

3. COMMUNICATIONS:

3.1. Please submit your response to this RFI and any questions regarding this request to:

Summer Carr Johnson
Tennessee Tower, 27th Floor
312 Rosa L. Parks Ave., Nashville, TN 37243
Telephone # 615-253-1944
summer.carr@tn.gov

3.2. Please reference RFI # 33001-18103 with all communications to this RFI.

4. RFI SCHEDULE OF EVENTS:

EVENT		TIME	DATE
1.	RFI Issued		November 6, 2017
2.	RFI Response Deadline	2:00 PM CST	November 20, 2017

5. GENERAL INFORMATION:

- 5.1. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights. Responses to this RFI will become property of the State.

- 5.2. The information gathered during this RFI is part of an ongoing procurement. In order to prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Qualifications, Request for Proposals, Invitation to Bid or other procurement method. In the event that the state chooses not to go further in the procurement process and responses are never evaluated, the responses to the procurement including the responses to the RFI, will be considered confidential by the State.

- 5.3. The State will not pay for any costs associated with responding to this RFI.

6. INFORMATIONAL FORMS:

The State is requesting the following information from all interested parties. Please fill out the following forms or provide the below requested information on a separate attachment:

RFI #33001-18103
TECHNICAL INFORMATIONAL FORM

1. RESPONDENT LEGAL ENTITY NAME:

2. RESPONDENT CONTACT PERSON:

Name, Title:

Address:

Phone Number:

Email:

3. Provide a short narrative of how many years the Respondent has been in business and how many years they have been performing the services outlined in this RFI.

4. Provide a short narrative of the Respondent's experience/qualifications of relevant consulting and industry experience.

5. Provide a short narrative on the Respondent's proven track record of successfully delivering professional industrial site planning and development.

6. Provide a short narrative of the Respondent's confidentiality policy for high profile site selection projects. If awarded a contract following completion of any required procurement procedures subsequent to this RFI, the Respondent will be required to sign a non-disclosure agreement provided by the State.

7. Provide a short narrative of the Respondent's relevant experience working with the State of Tennessee (including its local governmental entities) and local government(s).

8. Provide a short narrative of the Respondent's relevant experience with both domestic and international clients.

9. Provide a short narrative of the Respondent's relevant experience conducting site due diligence studies and benchmarking analysis.

10. Provide a short narrative of the Respondent's experience with financial aspects of facility development.

11. Provide a short narrative of the Respondent's working experience with architects and engineers, construction industry, utility suppliers, railroad, and other relevant stakeholders.

12. Provide a short narrative on additional information potential Respondents would need from

the State to be able to respond succinctly and accurately about their qualifications to provide these services.

13. Describe the typical price range and payment structure for professional service billing rates similar to the scope of this RFI. NOTE: Do not include any specific pricing.

ADDITIONAL CONSIDERATIONS

1. Please provide input on additional things to consider that might benefit the State.