



REQUEST FOR PROPOSAL (“RFP”)

Master Planning and Market Study Service
(issued March 11, 2024)

Pre-Proposal Informational Presentation

March 21, 2024, 3:00 pm



Pre-Proposal Presentation Agenda

March 21, 2024

Virtual Link – Registration Required

https://zoom.us/webinar/register/WN_-YzAJKRHTtaApBgk93pjYA

1. Welcome & Introductions (Evaluation Committee)

- A. Beth Paul, General Manager, Bon Secours Wellness Arena
- B. Adam Lambright, Director of Finance & Administration, Bon Secours Wellness Arena
- C. Neetu Patel, Greenville Arena District, Board Chairman
- D. Brittany Moore, Greenville Arena District Board Member
- E. Joe Kernell, Greenville County Administrator
- F. Mary Douglas Hirsch, City of Greenville, Planning Administrator
- G. Teressa Cawley, Southern Municipal Advisors (non-voting)
- H. Kim Silvers, Executive Assistant, Bon Secours Wellness Arena (non-voting)

2. Greenville Arena District

- A. Governance of the Bon Secours Wellness Arena (BSWA)
 - Political Subdivision
 - SC Freedom of Information Act (Part B, Section 1.D)
- B. BSWA Management Team
 - Levy Restaurants

3. Questions

- A. Deadline for Questions or Interpretations - March 27, 2024
 - Email questions to:
Adam Lambright, alambright@bswarena.com and
Kim Silvers, ksilvers@bswarena.com
- B. Use “Chat” box for questions during the presentation
 - Responses to questions submitted during the presentation will be posted to www.bonsecoursarena.com/info/greenvillearenadistrict, or, if time allows, will be answered during the presentation
- C. GAD will post responses to all questions by March 29, 2024

4. Project(s) Description

- A. Identify design changes and enhancements to the Bon Secours Wellness Arena for the long-term viability of the Arena.
 - I. 15,000 capacity Bon Secours Wellness Arena opened in September 1998.
 - Population of Greenville County has grown over 50% since 1998.
 - One (1) renovation completed in 2012-2013, with no significant changes to structure or layout. Investments were focused on aesthetics, technology, and mechanical.
 - GAD invests approximately \$2-3MM per year to execute the CIP; maintenance, repairs, and replacements are current and up-to-date.

- II. Envision a more vibrant neighborhood with additional offerings (on GAD’s campus) that are complementary to, or an extension of, the Arena’s current programming.
- III. Conduct relevant market analysis, feasibility studies, and economic impact studies.
 - Most recent Economic Impact Study was issued in 2016.
 - Thorough review of the Southeastern region and the competitiveness of the Arena industry

5. Proposal Requirements

- A. Cover Letter
- B. References (minimum of three), similar in size and scope
 - Market Size
 - Arena size (10,000-15,000+), and age
 - Entertainment Districts
 - Public body
 - Connectivity
- C. Project Understanding
- D. Outreach Plan
- E. Professional Qualifications
- F. Proof of Insurance
- G. Signed copy of Appendix B: Warranties & Representations

6. Evaluation & Award

A. Evaluation Criteria

<u>Criteria</u>	<u>Maximum Points</u>
The Proposer’s exhibited understanding of the scope of the Work and approach to meeting and exceeding the Project goals	30
Professional qualifications, technical capabilities, specialized knowledge and experience of project team	25
Experience working on similar projects including public agencies, sports and entertainment venues, and general public	25
Demonstrated ability to meet project schedules and complete the project within the design budget (based on staff reference checks)	10
Other factors as determined by the committee, i.e. Knowledge of local issues, industry knowledge, organization and completeness of submission	10
<u>Maximum Points</u>	<u>100</u>

- B. The evaluation committee may elect to interview firms short listed, but reserves the right to award the contract based upon the review and ranking of proposals. If the GAD chooses to short-list and interview for this project, 15 additional points per evaluator

will be allocated for this phase, and these points will be added to the totals from the initial review phase.

- Contract Negotiations - Fee negotiations shall be conducted for performance of the contract at a price which is fair and reasonable.
- The selected firm will be responsible for developing and submitting a detailed Project Scope and Time Schedule to be included in the contract documents.
- The selected firm is expected to begin work on the project within fifteen (15) days of contract signing.

7. Important Dates

RFP Issued	March 11, 2024
Pre-Proposal Informational Presentation	March 21, 2024 @ 3pm (Virtual) Virtual Link will be on www.bonsecoursarena.com/info/greenvillearenadistrict https://greenvillearenadistrict.com
Final Deadline for RFP Comments/Questions	March 27, 2024
GAD Responses to Comments/Questions	March 29, 2024
Proposal Due Date	April 26, 2024
Interviews (if any, as determined in GAD’s Sole Discretion)	May 2-3, 2024
Contract Negotiation	May 6-7, 2024
Award (anticipated)	May 8, 2024