

REQUEST FOR PROPOSALS
THE CITY OF GRIFFIN - DOWNTOWN DEVELOPMENT AUTHORITY
East Broad Street Properties - Redevelopment Opportunities

Project Overview:

The City of Griffin - Downtown Development Authority (DDA) is seeking proposals from qualified developers, investors and project team(s) to help reimagine the north side of a city block in Griffin, Georgia along East Broad Street that has the former Heck Chapel at the NW corner, Historic Courthouse/Jail at the NE corner and several vacant properties between the two (2). Over the past several years the City of Griffin and DDA have strategically accumulated properties of this prominent downtown city block that includes several historic buildings. As we move forward, it is the desire of the Downtown Development Authority to create a thriving block that will improve downtown vitality and stimulate Economic Development opportunities for downtown Griffin.

In addition to the two (2) prominent buildings noted above there is one (1) other remaining at the SW corner of the block, the Historic City Hall, which is the only building currently occupied within the block. This building was renovated approximately ten (10) years ago, and is currently being used for the Downtown Development Authority and Economic Development offices and short-term space rental/usage. The Historic Courthouse/Jail which is listed on the historic register. This was the original Spalding County Courthouse and was later transformed into the county jail. Considering the two-story steel works jail cells are still intact, this should be considered during the development of this building. The third structure which has not been used in a number of years is the historic Heck Chapel located at the NW corner of the block. All three (3) of these buildings have historical significance and shall be carefully reviewed and utilized in the strategic development plan and design to renovate the two (2) and for any other buildings added to the block. Additionally, development efforts are already underway at the SE corner of the block, where a new Courtyard by Marriott is planned. The developer working on this property is diligently moving forward with the design efforts and planning to break ground by the summer of 2027.

That being the case, the City of Griffin and Griffin Downtown Development Authority would like to further consider the best opportunities and economically feasible options for the remainder of the block. Thus, capitalizing on this rare opportunity to partner with a first-class development team to create a high-quality project(s) that enhances the architectural character of the district and improves the quality of life for Griffin residents.

Site Context and Goals:

The East Broad Street corridor is a historic focal point of downtown Griffin and remains central to the community's long-term revitalization strategy. Heck Chapel, a landmark Gothic Revival structure built in 1880, anchors the street scape and deserves adaptive reuse that honors its heritage while serving contemporary community needs. The surrounding properties, including the Historic Courthouse/Jail and adjacent vacant lots, represent an exceptional opportunity to create a cohesive, mixed-use destination that drives economic activity and cultural significance.

The DDA values proposals that demonstrate a commitment to historic preservation, architectural excellence, and genuine public benefit. Successful concepts will thoroughly integrate the existing structures with new development, create vibrant public spaces, and establish lasting partnership with the City and local stakeholders to ensure the project's long-term success and community impact.

Over the last several years there have been a number of considerations for Heck Chapel and the Historic Courthouse/Jail. Some of these have consisted of bars, coffee shops, restaurants, office space, entertainment, event and/or conference space, condominiums, etc. Being that there are so many ideas and considerations, the Downtown Development Authority believes it would be advantageous to better develop a comprehensive plan for the block that complements and accentuates the buildings remaining or planned for the block. The development plan should include commercial, retail, potential residential and/or other uses that will be active and open to the public and encourage pedestrian activities and interaction with the adjacent blocks.

Developers shall consider the architectural elements and elevations of the existing buildings and the proposed new hotel to ensure such appearance directives are achieved and there is a smooth and appealing transition between buildings as you move around the block.

Please note that the DDA has had companies perform preliminary environmental and structural reviews at Heck Chapel and the Historic Courthouse/Jail. The reports prepared from those reviews are included as additional information at <https://griffindda.com>, and shall be carefully considered as part of the development plans.

Additionally, we have included background information about Historic City Hall, the Historic Courthouse/Jail and Heck Chapel at <https://griffindda.com> to provide a better understanding and perspective of these properties. The information warrants review and consideration to adequately capture the historical significance and importance over the years.

A website has been specifically at <https://griffindda.com>. The website has a lot of excellent information including potential incentive programs that may help with your project. We also have included the environmental phase I and structural reports

for Heck Chapel and the Historic Courthouse/Jail.

Though it is the desire that the offered DDA properties will be purchased by developers at rates close to what they were purchased by the DDA and then renovated or infilled to further enhance the block, we realize that there may be a need for some public/private participation. For example, we realize that a development of this scale will likely require additional parking, so the city of Griffin is currently working to obtain the one remaining parcel for parking. This parcel can be combined with the adjacent vacant lot if additional parking is needed and, in any case, can be developed along with the renovation and new construction efforts to ensure feasibility between the developed properties. Additionally, the DDA is willing to consider other participation efforts that are detailed within the proposal.

Property Summary

Please refer to the attached lot consolidation plat depicting the subject site in light green. The yellow lines are approximate. The project includes four (4) separate but adjacent properties (five (5) parcels) facing E. Broad Street that are owned by the Downtown Development Authority. The parcel ID for each is below and comes from the Spalding County Property Assessor.

Property	Parcel ID	Acreage	Current Use	Opportunity
Heck Chapel	014 35001	.25 acre approx.	Historic Gothic Revival Church	Adaptive reuse that honors the site's cultural history and strengthens the surrounding district
DDA Vacant Lot (2)	014 35002 014 35002A	.21 acre approx. .06 acre approx.	Open development opportunities	Flexible site assembly for hospitality, retail, or residential use
DDA Vacant Lot	014 35003	.13 acre approx.	Open development opportunities	Flexible site assembly for hospitality, retail, or residential use
Former County Jail -	014 35005	.48 acre approx.	Former jail building and site	Mixed-use redevelopment that preserves character and supports downtown activation

The acreage is approximate as the Courtyard by Marriott property has been surveyed and the southern part of parcel 014 35005 has been included as part of their project.

Parcel 014 35006 and 2.16 acres is the Courtyard by Marriott Site, and owned by the Downtown Development Authority. The adjacent parcel is 014 35007, which has .57 acres (Tract 3 on the map) and is retained by the City of Griffin. All inquiries about Parcel 014 35006 should be referred to the city.

The City is also attempting to acquiring the parcel with the block building (Parcel 014 35004) next to the County Jail as a public parking lot.

It is the intent of the Downtown Development Authority to sell the property AS IS and WHERE IS with no warranties except the warranty of title for the time the property has been owned by the DDA. Written offers to purchase shall include the offer amount and other terms as proposed by the offeror in response to the following criteria, to include that the closing shall take place within 60 days of the binding agreement date. The purchaser is responsible for obtaining the attorney and paying for the costs associated with closing on the property.

Proposal:

Executive Summary:

The executive summary shall include a brief statement about your understanding of the RFP and the DDA's vision for the project. Please summarize your willingness to implement such vision and how you intend to accomplish your strategic development plan. A demonstrated understanding of the project's potential issues and special concerns should be addressed.

Category 1: Historic and Cultural Preservation

(Goal: Historical and structural preservation, honor cultural legacy, ensure viable and adaptive reuse)

The DDA is seeking high quality design and Architectural standards to accentuate the existing properties of the development. Proposals must clearly indicate the type and arrangement of development being proposed, this relationship to the surrounding properties and blocks, and how it enhances and benefits the development in downtown griffin. Descriptions of the proposed project(s) should feature drawings, sketches, diagrams or renderings to convey Design Concepts in addition to a site plan that achieves these goals.

- The proposed project(s) alignment with the strategic development plan, use, scale and design of surrounding properties in the downtown area.
- Development of site amenities to support a pedestrian friendly environment
- Conceptual elevations of the development as viewed from the street and surrounding areas, where applicable.

- Outline the proposed use(s) and concepts for redeveloping the Heck Chapel, the Historic Courthouse/Jail and E. Broad Street vacant properties identified. Please provide a design narrative for the redevelopment plan.

Specifically identify which part(s) of the project you propose for your strategic development plan:

- Heck Chapel
- Vacant Lot 1
- Vacant Lot 2
- Historic Courthouse/Jail
- Multiple Parcels
- All Parcels

The Historic Courthouse/Jail is on the National Register of Historic Places and Heck Chapel also has historic significance. Therefore, an emphasis should be placed on preserving the historical aspects of these properties. Please elaborate on your historic preservation strategies and plan to preserve the historical aspects.

Identify any environmental, structural or other concerns that will be addressed during the renovation efforts. Please elaborate on your plans to address such concerns and issues. Additionally, if major concerns are identified that you feel cannot be feasibly addressed or will require major alterations to the building please specify and present your rationale for further review and consideration.

Category 2: Financial Capacity, Budget and TAD Alignment

(Goal: Ensure financial viability, meet Tax Allocation district (TAD) rules and grow the downtown tax base.)

Provide the proposed purchase price(s) for the parcel(s) for your proposed project(s) along with how you will fund the purchase of the parcel(s). As noted earlier, it is the desire that the offered DDA properties will be purchased by developers at rates close to what they were purchased by the DDA.

Based on the strategic development plan, provide a very detailed budget for the project(s) along with how the project(s) will be funded from the start of the development through project completion. Include various sources of funding and proof that you have the financial wherewithal to take on this project(s) and complete within the scheduled timeline.

Please identify any assistance that may be needed from the City of Griffin, the Downtown Development Authority (DDA), the Urban Redevelopment Authority (URA), DCA or other(s) to make the project(s) work or be more viable.

Category 3: Project Timeline and Construction Readiness

(Goal: Reward projects that demonstrate ability to start quickly and finish on schedule.)

Development/Schedule

Include a realistic development schedule from start to finish for the project(s) including all important milestones and any planned phasing plans. The schedule should incorporate any specific actions/decisions required by the DDA to accomplish the development plan. The schedule should also realistically illustrate the Proposers readiness to proceed with and the speed at which the team can complete the project.

Development Agreement

Upon approving the proposal, the DDA will enter into an initial letter of intent or MOU and begin negotiating the terms of a development agreement with the selected proposer. This section should address minimum terms to be included in the development agreement required to proceed to implementation.

Category 4: Architectural Compatibility and Site Context

(Goal: Complement Historical City Hall, the Historic Courthouse/Jail, Heck Chapel and the proposed Courtyard by Marriott.)

How will the project(s) add to the area aesthetically and accentuate the architectural features of Historical City Hall, the Historic Courthouse/Jail, Heck Chapel and the proposed drawings of the Courtyard by Marriott?

Provide drawings/renderings of the properties and how the finished product will look on the exterior as well as how it will be aligned on the site plan. Also include drawings/renderings and conceptual floor plans of each floor on the interior of the building(s) and how the finished product will look on the inside of the properties.

Category 5. Team Qualifications and Technical Feasibility

(Goal: Confirm development experience and team readiness.)

General Background and Experience

Describe the background and history of your organization, your experience with Downtown Development projects, your experience with public/private partnerships, and the core competencies of your organization to assist with this development

project. Please provide a financial summary statement for your firm.

Relevant Reference Projects

Describe several recent projects of similar size and scope which you and other members of your team have successfully completed that would be most relevant to this RFP. Please include the following details:

- Project name and location
- Start/completion dates
- Estimate value of the project
- Key sources of financing - detailing the amount of equity the proposer provided
- Public/Private participation, assistance and/or incentives utilized
- Your roles and the role of various participating partners in the project
- A site plan, renderings and photos of the completed project
- At least two (2) references with contact data that was directly involved with the project

Development Team

Identify the best and recommended development team for the proposed project(s). Please include relevant qualifications, prior experience on similar projects, credentials, experience, successes, resumes for key participants, and company data/qualifications of the key planning, architects, engineers, consultants, that will participate in the development and design efforts.

Why should we choose your team over any other competing team for this development project?

Category 6: Quality of Life and Community Benefits

(Goal: Deliver economic activity and public value to downtown Griffin.)

How will the project(s) stimulate economic development, improve downtown dynamism, vitality, create additional amenities and increase the quality of life for Griffin residents and neighboring land uses, including the Courtyard by Marriott?

Evaluation Criteria:

The scoring rubrics are included in this RFP. They outline what the DDA assigned committee will consider when they are scoring the proposals. Heck Chapel, the Historic Courthouse/Jail and the vacant lots will each be graded in accordance with the attached grading rubrics and based on the below noted evaluation summary:

EVALUATION SUMMARY

Category 1: Historic and Cultural Preservation: 20 Points Maximum

Category 2: Financial Capacity, Budget, and TAD Alignment: 25 Points Maximum

Category 3: Project Timeline and Construction Readiness: 20 Points Maximum

Category 4: Architectural Compatibility and Site Context: 15 Points Maximum

Category 5: Team Qualifications and Technical Feasibility: 10 Points Maximum

Category 6: Quality of Life and Community Benefit: 10 Points Maximum

Total Possible Score: 100 Points

Please carefully consider the detailed scoring criteria along with the other data provided, as you prepare your proposal.

Conditions:

The Downtown Development Authority reserves the right to withdraw this RFP, to reject any and/or all proposals, call for new proposals, to waive any informalities in an offer, and to select the most responsive offer with terms acceptable to the Development Authority. The Development Authority reserves the right to accept, reject, and/or negotiate all offers or parts thereof deemed by the Board to be in the best interests of the City of Griffin, the DDA and the Property's historical significance. The DDA has the right to be flexible in determining if the selected proposal(s) are for the whole E. Broad Street project or if we select separate proposals for Heck Chapel, the Historic Courthouse/Jain, and the other available properties.

The Downtown Development Authority reserves the right to request clarification of information submitted and to request additional information from any respondent. Furthermore, if we have a number of proposals with close scorings following the review and evaluations, a short list will be prepared and requested to further elaborate on specific criteria and/or to do a presentation on its strategic development plan to the DDA.

Proposers are advised to examine the properties, reports and data shared to familiarize themselves with aspects, details, location conditions which may affect the proposed work. Proposers also advised to fully inform themselves regarding conditions under which the work will be performed. The DDA will not be responsible for the proposer's errors or misjudgment, nor for any information on location conditions or general laws, regulations and zoning.

The Downtown Development Authority reserves the right to award any agreement to the next most qualified respondent if the successful respondent does not execute an agreement within thirty (30) days after the selection of the respondent.

Any proposal may be withdrawn up until the date and time set above for opening of the sealed proposals. No offer may be modified or withdrawn for a period of one hundred-twenty (120) calendar days thereafter.

The selected proposal(s) will be required to meet with the Downtown Development Authority within fourteen (14) days of notification of being awarded, so that the appropriate paperwork and legal documents/agreements can be prepared and signed. The closing shall take place within sixty (60) days of the binding agreement date and shall be closed by the law firm of Beck, Owen & Murray which will represent the DDA at said closing. The developer/proposer will have twelve (12) months to begin construction on the project, or the property will revert back to the Downtown Development Authority. Furthermore, all projects should be fully completed within thirty (30) months of closing.

Timeline and Submittal Instructions:

Release RFP	October 19, 2026
Register that you obtained a copy of the RFP	October 19, 2026 – November 4, 2026
Mandatory Pre-Proposal Meeting	November 4, 2026, 2:00 PM EST
Deadline for RFP Questions	November 12, 2026
Proposal Due	December 7, 2026, 4:00 PM EST
Open Proposals	December 8, 2026
Proposal Evaluation	December 8, 2026 – January 5, 2026
Consider Developers or Meet w/ Short List	January 12, 2026

Register:

Please make sure upon downloading a copy of the RFP that you email the Economic Development Director at jstratton@cityofgriffin.com with your company's name and details to register that you obtained a copy of the RFP, in order to be included on any additional addenda or items of information that may be distributed during the course of the RFP.

Mandatory Pre-Proposal Meeting and Site Visits:

The Mandatory Pre-Proposal Meeting will take place on Wednesday, November 4, 2026, 2:00 PM at Historic City Hall, 201 E. Solomon Street, Griffin, Georgia 30224. The DDA believes it will be most advantageous to have all Proposers to meet together to review the details of this RFP and so all initial questions and concerns can be heard and considered as a whole, therefore attending this meeting has been deemed mandatory for all Proposer that choose to issue a proposal. Following the meeting, access to the buildings will be granted from 3:00 PM – 5:00 PM. All parties interested in the tour must sign a liability waiver before entering either property.

Thereafter, respondents are invited to tour and/or bring contractors and subcontractors with them to go through the buildings on the following dates so long as they call ahead to 770-228-5356 to reserve space and are willing to sign a liability waiver before entering the property:

Monday, November 9th 1:00 PM – 5:00 PM

Monday, November 16th 1:00 PM – 5:00 PM

Monday, November 23rd 1:00 PM – 5:00 PM

Safety is our first concern. The DDA wants to allow sufficient time to allow contractors and subcontractors to investigate the properties and come up with legitimate cost estimates. At the same time, we need to know beforehand the names and companies of the individuals that want access to the buildings so that we have sufficient liability forms available on-site before access to the building(s) are allowed.

Questions:

All other questions regarding this Request for Proposal should be submitted via email by the end of the day on November 12, 2026 and addressed to:

Mr. Jeremy Stratton
Downtown Development Authority
201 E. Solomon Street
Griffin, GA 30223
jstratton@cityofgriffin.com

Proposal:

The Proposal package should be delivered in a completely sealed envelope or package.

The outside of the package should be clearly marked “Griffin DDA - Broad Street Properties - Redevelopment Opportunities Proposal”.

The Proposal may be submitted in person or mailed to the following address:

Historic City Hall
Attn: Jeremy Stratton
201 East Solomon Street
Griffin, Georgia 30224
Phone: 770-233-2901
Email: jstratton@cityofgriffin.com

All packages should contain six (6) hard copies and one electronic file copy (PDF) of the proposal that can be referenced if any pages are missed in the submittal.

All submitted proposals should follow instructions and be complete in scope as requested by the DDA. The proposals are to be submitted in person or by mail no later than December 7, 2026 at 4:00 p.m. EST. The DDA shall assume no responsibility for responses that are received after the deadline or submittals that are not properly addressed or identified. Late submittals will not be accepted, and will be returned unopened to the original sender.

Proposals received will be opened in public at the DDA meeting on the December 8, 2026, at Elmer George Municipal Hall 100 S. Hill Street Griffin, Georgia. A tabulation of all proposals received shall be available for public inspection following the opening of all proposals.

The copies of the proposal will be distributed to the designated review committee for further review, evaluation and scoring in accordance with the provided rubric. The evaluation process is expected to extend through the holidays and be completed by January 5, 2027. Short listed Proposers and/or ones chosen for consideration will then be notified and presented for review and consideration at the January 12, 2027 DDA Meeting.

Responding firms shall have no contact related to this solicitation with elected or appointed officials of the City of Griffin, members of the Selection Committee, or the Downtown Development Authority Board. Any such contact will be subject the respondent to immediate disqualification for consideration. Contact may only be made to the designated point of contact and his/her staff for this RFP.