**REQUEST FOR PROPOSAL FOR**

**ON AIRPORT HOTEL DEVELOPMENT**

**BY THE JACKSON MUNICIPAL AIRPORT AUTHORITY**

**PROJECT NO. 7000-005-19**

**January 9, 2019**

The Jackson Municipal Airport Authority ("JMAA") requests Proposals (“Proposal") from experienced firms for the design, construction and operation of an on-airport hotel at the Jackson Medgar-Wiley Evers International Airport (“JAN”).

JMAA will receive Proposals at the offices of JMAA, Suite 300, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport, 100 International Drive, Jackson, Mississippi 39208, until **3:00 p.m. Central Standard Time on March 14, 2019** (the "Deadline").

JMAA will not consider any Proposals received after the Deadline for any reason whatsoever. Information for Respondents relating to this Request for Proposals ("RFP") is on file and open for public inspection at the offices of JMAA. The Information for Respondents contains a copy of the RFP, General Information for Respondents, Information Required from Respondents and Criteria for Selection. Interested persons may obtain a copy of the Information for Respondents from JMAA by contacting Ms. Robin Byrd, JMAA's Procurement Manager, as follows:

Jackson Municipal Airport Authority

100 International Drive, Suite 300 (39208)

Post Office Box 98109

Jackson, Mississippi 39298-8109

Attention: Robin Byrd, Procurement Manager

Telephone No.: (601) 360-8616

Facsimile No.: (601) 939-3713

E-Mail: [rbyrd@jmaa.com](mailto:rbyrd@jmaa.com)

or from JMAA's website at <https://jmaa.com/corporate/partner-with-us/procurement/>

Based on the Proposals received, JMAA will select a maximum of three (3) Respondents with whom to enter into negotiations to provide the Services. JMAA will initiate negotiations with the Respondent ranked first on the list. If such negotiations fail to produce an agreement in form and content, satisfactory to JMAA, within a reasonable period of time, then JMAA may reject the first-ranked Respondent and follow the same process with the other Respondents, in the order of their ranking, until a Respondent agrees to and enters into an agreement satisfactory to JMAA.

JMAA will hold a Pre-Submission Conference at **10:00 a.m. Central Standard Time on February 13, 2019**, in the Community Room, 3rd Floor Mezzanine Level, at the Main Terminal Building at the Jackson-Medgar Wiley Evers International Airport, 100 International Drive, Jackson, MS 39208. Attendance at the Pre-Bid Conference is highly encouraged for all those interested in submitting Proposals as a Prime Consultant for the Services and persons seeking opportunities to provide work as a Sub-Consultant. The benefits of attendance include networking opportunities between Prime Consultant and Sub-Consultants, as well as the opportunity to be on a list of contacts that will be published to interested parties as part of the minutes from the Pre-Submission Conference; and a detailed review of the scope of work. **No additional conferences or meetings will be scheduled**.

JMAA reserves the right to: (1) reject any and all Proposals, for any reason, any time before execution of a contract with a Respondent selected by JMAA to perform the Services.

JMAA has established a ACDBE participation goal of 15**%** for the Services solicited by this RFP.

JACKSON MUNICIPAL AIRPORT AUTHORITY