

OFFICE OF CENTRAL SERVICES (OCS)
CAPITAL IMPROVEMENT PROGRAM (CIP) &
LAND AND REAL PROPERTY DEVELOPMENT (LARP) -
REQUEST FOR QUALIFICATIONS (RFQ)
Developer Partner(s) – Municipal Design-Build & Development Services

RFQ No.: [OCS-RFQ-DP-2026-3]

Issue Date: March 1, 2026

Contact:

Special Projects Group | Capital Improvement Program Division

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I. INTRODUCTION

The Prince George's County Office of Central Services ("OCS"), by and through its Capital Improvement Program ("CIP") and Land and Real Property Development Division ("LARP"), is pleased to issue this Request for Qualifications ("RFQ") for Developer Partner(s) for potential future municipal developments.

OCS anticipates that selected Developer Partner(s) may serve as Design-Builder ("Design-Builder" or "Developer Partner") for municipal facilities, renovations, housing, and/or mixed-use projects. This qualifications-based selection process may result in the selection of one or more Developer Partner(s) to partner with OCS in the possible acquisition, planning, financing, and development of future projects. At the sole discretion of OCS, a selected Developer Partner may also be asked to assist OCS in the identification, negotiation, and acquisition of a future site. Upon such assignment, the Developer Partner(s), working in concert with OCS, will be responsible for negotiation, acquisition, design, master planning, financing, pre-development, development, and construction activities in accordance with an agreed-upon delivery plan.

OCS seeks competitive submissions from firms with a proven record of success in:

- Municipal design-build project delivery
- Mixed-finance and mixed-income development
- Achieving high architectural design quality
- Delivering projects on time and on budget
- Development experience in the DMV region

Respondents must demonstrate a commitment to environmental performance beyond minimum regulatory requirements, including commitments to LEED Gold certification or higher, or adherence to LEED v4 (if applicable).

This solicitation is restricted to services for OCS and its affiliates only.

II. PURPOSE & OBJECTIVE

The purpose of this RFQ is to establish a pool of qualified Developer Partner(s) capable of delivering municipal development projects through a coordinated design-build delivery framework that may include:

- Programming and relocation planning
- Site acquisition and land control assistance
- Architectural and engineering services
- Construction
- Furniture, fixtures, and equipment (FF&E)
- Technology and telecom infrastructure
- Turnkey Delivery
- Financing and public-private partnership structuring

OCS reserves the right to retain decision-making authority or to assign responsibility for managing portions or the entirety of the development process to the selected Developer Partner(s).

III. SCOPE OF QUALIFICATIONS

A. Anticipated Developer Responsibilities

Depending upon project assignment, the Developer Partner may be required to:

- Undertake site control and land acquisition efforts
- Conduct environmental and geotechnical testing
- Analyze existing utilities and site conditions
- Prepare development programs and concept plans
- Develop architectural plans consistent with federal, state, and local guidelines
- Obtain all necessary approvals and permits
- Assist with zoning or rezoning (if required)
- Prepare and negotiate financing applications
- Account for all project costs
- Develop and manage implementation schedules
- Coordinate all development activities with OCS

Turnkey Delivery Requirement

Where applicable, Developer Partner shall, at its sole cost and expense, and using mutually agreed-upon materials and finishes substantially similar to County standards, build out the Premises on a turnkey basis pursuant to a mutually agreed space plan (including a test fit prepared prior to Design-Build Agreement execution).

Turnkey buildout shall include all hard and soft costs, including:

- Architectural and engineering fees
- County moving costs
- FF&E
- Technology and equipment
- Security systems
- Signage
- Telecom/data cabling

All drawings shall be prepared at Developer Partner's expense.

IV. REQUIRED QUALIFICATIONS & EXPERIENCE

Each Respondent must demonstrate experience in:

- Developing operating financial pro formas
- Project development budgets
- NOI and expense projections
- Conceptual building layouts and site plans
- Maximizing use of financing tools and vehicles
- Tax credit and affordable housing financing (if applicable)
- Working with local government authorities
- Development, construction, and operation of housing or municipal facilities

V. SUBMISSION REQUIREMENTS

All Proposals shall be submitted electronically in PDF format via email to: lfawyers@co.pg.md.us with cc: OCS_CIP@co.pg.md.us. Paper, telephonic, telegraphic, and facsimile Proposals shall not be accepted. OCS is interested in a qualitative approach to presentation material. Brief, clear and concise material is more desirable than quantity. Please clearly state any exceptions or substitute language to any of the terms listed below.

Submissions must be organized as follows:

TAB 1 – Letter of Interest

- Contact information (name, title, email, phone)
- Brief statement summarizing qualifications
- Relevant experience overview

TAB 2 – Structure and Experience of the Team

The Respondent's Project Team should be introduced and described. The "Project Team" is defined as the lead developer plus any other developers, tenants, and key team members, such as architects, engineers, contractors, lenders, attorneys, historians, etc. who are critical for consideration by OCS. Respondents should provide an organization chart and information that clearly explains the relationship, as well as the management structure among team members.

- Firm profile(s),
- Identification of all team entities and specializations
- Organization chart
- Resumes of key personnel
- Identification of team leader
- Description of prior collaboration among team members

The team leader shall be fully responsible for performance of all team members.

TAB 3 – Project Team Qualifications

Respondent shall identify:

- Two (2) municipal projects
- One (1) comparable development or renovation project

Projects must have been completed or substantially underway within the past seven (7) years.

Provide:

- Total development cost
- Financing structure
- Role of Developer Partner
- Schedule performance
- References (minimum one per project)

TAB 4 – Financial Responsibility

Demonstrate that Developer Partner possesses the financial resources or ability and willingness to invest developer partner's equity and self-fund project predevelopment costs (Developer Partner are hereby put on notice that all such money expended is at the sole risk of the Respondent and under no circumstances shall the County be responsible to reimburse the same), capacity, and ability to successfully close the transaction and to execute the project requirements

Demonstrate financial capacity, including:

- Ability and willingness to self-fund predevelopment costs
- Acknowledgment that all predevelopment expenditures are at Respondent's sole risk
- Evidence of financial strength

TAB 5 – Project Financial Feasibility and Developer Partner's Financial Capacity

Provide:

- Estimated construction budget (third-party prepared)
- Sources and Uses summary
- Description of leveraged funds
- Exhibit a willingness to provide the County with a meaningful guarantee regarding performance through final project delivery.

TAB 6 – Business References

Provide three (3) references including authorization letters. Including names, mailing addresses, e-mail addresses, telephone numbers, and a letter authorizing each reference to respond to inquiries regarding the design, financing, development, disposition, or management of prior projects

TAB 7 – Community & Stakeholder Outreach

Respondents must present:

- Strategy for meaningful stakeholder engagement
- Post-award outreach plan

TAB 8 – Inclusive Participation

Certified County-Based Small Business (CBSB), MBE/WBE participation strategy

Each subcontracting plan shall include the following:

1. The name and address of each subcontractor;
2. The scope of work to be performed by each subcontractor;
3. Subcontracting Plan Compliance Reporting. Within twenty-one (21) days of the date of award, the prime contractor shall provide fully executed copies of all subcontracts identified in the subcontracting plan to the Project Manager, and the Director of Office of Procurement.

VI. EVALUATION CRITERIA

Submissions will be evaluated based on highest rated qualified Development Partners determined to be fair and reasonable to the County:

- Maximization of economic value to the County
- Experience and expertise of key personnel
- Organizational and financial capability
- Past Performance on developments with the County, other governmental entities, and private sector in terms of cost control, quality of work, and compliance with performance schedules
- Demonstrated ability for quality, timely and on-budget delivery
- Commitment to improving quality of life and promoting vibrant workplaces
- Equitable Inclusion preference

OCS reserves the right to select based solely on initial submissions.

VII. INSURANCE REQUIREMENTS

Minimum requirements include:

- \$1,000,000 General Liability
- \$500,000 Auto Liability
- Statutory Workers' Compensation
- \$1,000,000 per accident / \$2,000,000 aggregate for hands-on work
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Prince George's County must be named as Additional Insured and Certificate Holder.

VIII. GENERAL CONDITIONS

- No fees shall be submitted with proposal
- OCS will execute only on its standard Design-Build Agreement form
- Submission constitutes acceptance of RFQ terms
- All proposal costs are borne by Respondent
- OCS reserves the right to reject any or all proposals

IX. ANTICIPATED SCHEDULE

RFQ Available: March 1, 2026

RFQ Due: 30 Days After Issuance @ 2:00 PM

Estimated Contract Award: Approximately Two Weeks Thereafter

OCS reserves the right to amend this schedule.

Proposals will be received and considered on a rolling basis starting March 1, 2026 and this solicitation shall remain open until the County has awarded a contract which satisfies the entirety of its requirement.