

OPERATION AND MANAGEMENT OF PARKING FACILITIES AT HOTEL ROANOKE AND CONFERENCE CENTER

The Hotel Roanoke Conference Center Commission and the Hotel Roanoke, L.L.C., hereby invite proposals pursuant to VA. CODE ANN § 2.2-4301 from qualified firms to oversee and operate the Hotel Roanoke & Conference Center parking lots. The offeror selected for this project shall provide parking operations management, monitor access to the parking lots, oversee revenue collection and provide other guest services at the Hotel Roanoke & Conference Center.

Instructions to Offerors, the Contract form and other terms and conditions are incorporated by reference into this Request for Proposal. The selection process shall be by competitive negotiation. Factors to be used in selecting among Offerors include the Offeror's proposed price and other criteria set out in the Instructions to Offerors. A numerical scoring system will not be used in evaluating proposals.

The Contract form and Instructions to Offerors and other documents incorporated into this Request for Proposals may be picked up between 8:30 a.m. and 4:30 p.m. at the office of R.D. Wright, Assistant General Manager, Hotel Roanoke & Conference Center, 110 Shenandoah Avenue, Roanoke, Virginia 24016, or by emailing Mr. Wright at rwright@hotelroanoke.com.

Sealed Proposals shall be received by the Controller of the Hotel Roanoke and Conference Center at 110 Shenandoah Avenue, Roanoke, Virginia 24016, before 2:00 p.m. on October 28, 2025.

All Offerors must make a mandatory site visit on October 7, 2025, at 11:00 a.m.

THIS PUBLIC BODY DOES NOT DISCRIMINATE AGAINST FAITH-BASED ORGANIZATIONS.

