

## Marion Public Library RFQ Response Review

The following review criteria are excerpted from the ***Request for Qualifications*** September 2, 2014 revised.

### **MPL's Requirements Are:**

- Stable development partner with a long-term commitment to ownership and management of the secondary unit
- Signature design that reflects 21st century public library service and architectural compatibility with the surrounding City Square Park, Central Corridor and Main Street programs.
- Meets MPL's space and location requirements
- Cost neutral to the City – except for interior build-out, which is the Library's responsibility
- Financially feasible project including reliable budget estimates and strong probability for financing
- Experienced development team for both the proposed secondary use and library development
- Developer capacity to complete the project
- Timely development for design, financing and construction
- Sustainable elements in design and operation
- Compliance with City policies (below) for prevailing wages
- Temporary location, if necessary, that is close, easily accessible and has available public parking
- Secondary use that:
  - Complements the library – child-friendly and provides a compatible clientele
  - Is fully taxable and expands the City's tax base
  - Contributes to the Uptown / Central Corridor / City Square Park neighborhood, area businesses, and library patrons such as: Multi-family housing, hotel or office space.
  - Retail use of the first floor facing City Square Park is highly encouraged / required.

### **Overview of Requirements**

The (MPL) Board of Trustees and the City of Marion (City) seek to retain a highly qualified Developer experienced in mixed-use commercial and residential construction projects of over \$10,000,000 to provide certain preconstruction services and to act as Turn Key Developer (Developer) for the construction of the new Marion Public Library (the "Project") and to develop secondary uses for the site that are supportive of the Central Square Park neighborhood. The secondary use must be fully taxable. Conveyance will be subject to a deed restriction prohibiting application to the City for exemption.

### **Developer Responsibilities and Expenses**

The Library is open to multiple strategies to achieve its goals. The scenarios outlined below are a guide. Other strategies that meet the project objectives will be given equal consideration. Developers are welcome to offer alternatives.

- Demolish the existing building or repurpose it in a manner consistent with the Uptown / Central Corridor / City Square Park / Main Street design requirements defined below
- Provide a temporary library location during construction, if necessary
- Relocate existing utilities, if necessary
- Develop the project in accordance with approved plans and City ordinances and policies

- Convey the Library condominium or building to the City at the agreed upon price
- Grant a perpetual license to the City for Library parking
- Provide a reasonable estimate for common area maintenance

**Preliminary Design Drawings**

The Developer must provide illustrations that demonstrate the proposed development concept, similar to those in the accompanying **Cost Benefit Site Analysis**. There is no expectation of a completed design as part of the proposal, but sufficient analysis and cost modeling shall have been completed to assure MPL of the economic validity of the Proposal.

**Statement of Qualifications Submission**

Qualifications and conceptual proposals are being requested at this time to encourage flexibility later in the design stage. Provide ten (10) paper copies of the proposal before the submittal deadline (see section 1). Clearly mark the proposal “Marion Library Proposal” on the envelope.

**Letter of Interest**

**Firm Profile**

- Firm history and background information
- Firm method and approach
- Areas of specialization
- Firm ownership
- Current business structure
- Number of employees
- Office locations
- Primary contact

**Project Team**

- Resumes
- Organization chart
- Current project commitments

**Similar Project Experience**

- Project Name(s)
- Project Location(s)
- Date of Substantial Completion
- Bid Cost
- Final Cost
- Involvement of Personnel Proposed for this Project
- Owner’s Contact/Representative

**Financing Intent**

- Estimate of preliminary costs
- Outline of financing strategy
- TIF Financing – Tax Increment Financing – will be considered by the City

**Project Schedule**

**Concept Illustrations**

Conceptual site plans and site development diagrams – preliminary, but scaled site plan, conceptual massing sketches that identify building uses, heights, depths, entries, parking access and counts, and a context plan extending to City Square Park.

Diagrammatic floor plans are to be limited to convey residential and retail unit count/size/ configuration, entry location, occupancy separation, and service entries.  
Illustrations must be submitted on 11" x 17" paper.

**Evaluation Criteria**

The responses to this RFQ shall be evaluated according the following general guidelines and other relevant considerations as determined by MPL and the City:

- Overall team qualifications
- Previous similar project experience at the \$10,000,000 to \$20,000,000 level
- Documented ability to complete projects to meet a construction schedule and budget
- Ability to work harmoniously with the Library, the City, their officers, consultants, and representatives
- Credit quality of the payment and performance bond company
- Quality and completeness of the written response to this RFQ
- Ability to meet state MPL goals