

City of Homer

Request for Qualifications

Redevelopment of the Homer Education & Recreation Campus

Issue date: Issue date: September 27, 2021



Submittal Deadline:

4:30 pm, Thursday October 14, 2021

REQUEST FOR QUALIFICATIONS
Planning and Conceptual Design of a Multi-use facility on the Homer
Education and Recreation Campus
City of Homer, Alaska

The City of Homer is soliciting Statements of Qualifications (SOQ) from qualified architectural and/or engineering firms/teams interested in helping the City with planning and conceptual design of a new multi-use facility, including developing a master plan for the facility's campus and a long term financial plan. The work consists of assisting the City of Homer develop a scope for the space and usage for a new multi-use recreation facility, including site planning, conceptual design, to help the City produce the "Preliminary Engineering Report" described in Form ED-900C – EDA Application Supplement for Construction Programs (OMB Number 0610-0094) and an order of magnitude cost estimate. The selected firm/team must have the ability to help the City develop a market-driven Financial Plan demonstrating how the building will be supported over the long term and the estimated economic impacts to be generated by the project.

The City will evaluate the SOQs, rank the SOQs, identify the top three ranked firms/teams, interview those firms/teams, and select the highest-ranked firm/team; that is, the firm/team, which is in the sole opinion of the City, the best fit for the Project. The City will enter into negotiations with that firm/team to develop a detailed Scope of Work, budget and schedule. In the event the negotiations do not result in mutually acceptable terms and conditions, the City will enter into negotiations with the next highest-ranked firm/team, and so forth until the City is able to enter into a contract with a willing qualified firm/team.

The City needs to have this work begin immediately upon issuance of Notice to Proceed, in order to use the deliverables to support the City's application for federal funding, which may include an EDA ARPA Travel, Tourism and Outdoor Recreation grant application due in late 2021/early 2022.

Sealed proposals must be received by the City Clerk's Office, City of Homer, 491 E. Pioneer Avenue, Homer, Alaska by **4:30 p.m., Thursday, October 14, 2021**. Proposals received after the time fixed for the receipt of proposals shall not be considered. All proposers must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List to be considered responsive.

An electronic copy of the RFQ and Plan Holder Registration forms are available online at <http://www.cityofhomer-ak.gov/rfps>.

Direct inquiries regarding the Scope of Work or clarification of the RFP in writing to:

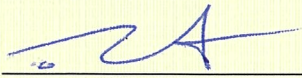
Julie Engebretsen, Deputy City Planner
491 E. Pioneer Avenue
Homer, Alaska 99603
Phone: (907) 299-9354
Email: jengebretsen@ci.homer.ak.us

Direct general RFP and proposal submission inquiries in writing to the City Clerk's Office, 491 E. Pioneer Avenue, Homer, AK 99603; Phone (907) 235-3130; Email clerk@ci.homer.ak.us.

The City of Homer reserves the right to accept or reject any or all proposals, to waive irregularities or informalities in the proposals, and to award the contract to the respondent that best meets the selection criteria and the City's needs.

Dated this 27th day of September, 2021.

CITY OF HOMER



Robert Dumouchel, City Manager

Publish: Homer News – September 30, & October 7 2021
Ad # 21-094 Acct# 100-0110-5227

Planning and Conceptual Design of a new Multi-Use facility on the Homer Education and Recreation Campus

Issue date: September 27, 2021

The City of Homer is soliciting qualifications from qualified architectural and/or engineering firms to perform the work for **Planning and Conceptual Design of a new multi-use facility and site master planning**.

The HERC site houses two old school buildings. One of the buildings includes a gymnasium and classroom space utilized by the Community Recreation Program. The community desires a new facility and is ready to turn the much researched vision into a plan for a new multi-use center, with potential use for recreation, conference, theater or other public-private partnership space. The City desires to procure the services of the Respondent to research, study, organize and report data in a comprehensive written and presentational format. The Respondent supplying this service must be adept in recreation facilities operations management and experienced in economic, financial and market study for recreation facilities, recreational activities and multi-use recreation centers.

The City wishes to have this work conducted immediately upon issuance of contract, in order to use the deliverables for federal funding which may include an EDA ARPA Travel, Tourism and Outdoor Recreation grant application due in late 2021/early 2022.

RECEIPT OF QUALIFICATIONS DEADLINE: Qualifications will be accepted until 4:30 p.m., Alaska Standard Time, Thursday, October 14, 2021. Qualifications shall be submitted via hard copy at the City Clerk's Office, City of Homer, 491 E Pioneer Ave, Homer, AK 99603. All proposers must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List to be considered responsive.

SCOPE OF WORK: The work will consist of assisting the City of Homer in scoping a new multi-use recreation facility, including design from conceptual planning through site design and an order of magnitude cost estimate. The chosen firm must have the ability to work with the City Council, staff, stakeholders, and community members to plan and design a new facility. Timeline for completion of this work is December 12, 2021.

EVALUATION CRITERIA: The City will select two or three firms to interview. The City will enter into negotiations with one firm deemed to be the best fit for the project. Interested parties shall submit the following items:

1. Letter of interest.

2. Description of the team and its ability to meet City of Homer needs.
3. Qualification Statement including:
 - a. Business name (or names if joint effort) and applicable licenses.
 - b. Number of years in business and a brief history of the firm(s).
 - c. Experience with similar projects, including ability to deliver cost-effective solutions.
 - d. Resumes of key design and economic team members.
 - e. Past record of performance on similar contracts including quality of work, timeliness cost control. Provide names and telephone numbers of five client contacts for reference purposes.
 - f. Description of experience working with communities similar in size and character to the City of Homer.

Scoring of firms

| | |
|---|-------------------|
| 1. Team's past experience with projects of similar size and complexity: | 100 Points |
| 2. Experience of Key Team members: | 100 Points |
| 3. Positive report from references: | <u>100 Points</u> |
| Total: | 300 Points |