



REQUEST FOR QUALIFICATIONS

February 5, 2016

PUBLIC SPACE DESIGN SERVICES:
HEART OF THE CITY SUBDISTRICT
DESTINATION MEDICAL CENTER
ROCHESTER, MINNESOTA

INTRODUCTION AND BACKGROUND:

Destination Medical Center Corporation (DMCC), in collaboration with the City of Rochester, Minnesota (City), is pleased to issue this Request for Qualifications (RFQ) for public space design services for the public spaces associated with the Heart of the City sub-district of the Destination Medical Center development plan.

DMCC and the City are collaborating on the redevelopment of Rochester pursuant to the vision and principles of the Destination Medical Center (DMC) development plan. Within this plan is a sub-district referred to as Heart of the City. Heart of the City is a nine block area of downtown Rochester bounded by Center Street to the north, 3rd Street to the south, Broadway to the east and 2nd Ave to the west. The area encompassed in this RFQ is the public right of way on First Avenue SW from Center Street to 2nd Street SW and the former First Street SW right of way between Broadway and 2nd Avenue SW which is currently utilized as the City's Peace Plaza.

Heart of the City is home to the world-renowned Mayo Clinic and its Cesar Pelli-designed Gonda Building, the recently renovated Peace Plaza, numerous hotels, shops, restaurants, and entertainment venues.

The purpose of this RFQ is to outline the nature of the design challenge and to solicit qualifications from interested public space design firms/teams.

ABOUT DESTINATION MEDICAL CENTER:

The DMC initiative is one of the largest and most innovative economic development strategies ever undertaken in Minnesota. Its purpose is to secure Rochester's and Minnesota's status as a global medical destination now and in the future. It is anticipated that the DMC initiative will result in \$5.6 billion in private investments in building downtown Rochester, including investments by Mayo Clinic and other private investors, and \$585 million in public funding for public infrastructure and transportation projects.

The DMC is a major economic development initiative that will drive significant new job growth and tax base for future generations. The DMC will significantly increase and accelerate the demand for private development and public infrastructure in this market. DMC is estimated to grow the employment base in Rochester by 35,000 – 45,000 jobs, and to more than double the visitation from Mayo Clinic patients/companions, as well as business travelers, convention/eventgoers and other visitors to the City -- particularly to the downtown core.

In June 2013, the Governor of Minnesota signed the DMC law, which provides for \$585 million in State and local funding over a 20-year period to support public infrastructure projects supportive of the DMC mission. The legislation created two new entities to oversee the initiative, including:

- **The Destination Medical Center Corporation (the “DMCC”):** a public non-profit corporation, the purpose of which is to oversee the implementation of DMC strategies. The DMCC's board is structured to provide the primary stakeholders representation in key decisions related to planning and strategic investments of the public DMC funds.
- **The Non-Profit Economic Development Agency (the “DMC EDA”):** a private non-profit corporation established by Mayo Clinic, the primary purpose of which is to provide services to the DMCC, and to develop, plan and implement DMC strategies and market the DMC. The services of the DMC EDA are specifically enumerated in the law and by contract with the DMCC.

In addition to the two entities created under the law, the City of Rochester (City), Olmsted County (County) and the State of Minnesota are actively involved in the project. As provided under the DMC law, the City provides a significant contribution of public funds, assists the DMCC with its financial administration, and disburses authorized funding by the State and the County. The City, as does the DMCC, approves the annual budget and approves all projects for the DMC initiative.

ABOUT HEART OF THE CITY:

Heart of the City is one of six sub-districts in the Destination Medical Center development plan. It is described as “as a place of connected spaces and urban experiences that build off the convenient and walkable attributes of the city.” And further, “enhanced public areas and new development would strengthen Peace Plaza as the symbolic heart of the city with new attractions and features at key places along its length.”

The plan illustrates this vision with eight key places:

- The Balcony
- The Grand Arch
- Ice Pavilion
- Integrated Care Pavilion
- The Light Pavilion
- The Plaza Steps
- The Portal
- Waterfront Passage

Each of these is briefly described in the plan. They are at once conceptual, aspirational, and directional—intended to inform not constrict the next steps in planning and design for the Heart of the City public realm.

PRIVATE DEVELOPMENT INITIATIVES:

In addition to anticipated public space improvements, there will be significant market-driven private sector investment in the Heart of the City sub-district

over the next several years including health and medical facilities, hotel and residential accommodations, and retail, office and biotech space. It is expected that this design process will integrate as much as possible with the work of the private sector, informing and being informed by private development.

COMMUNITY ADVISORY COMMITTEE:

The DMCC and City will establish a Community Advisory Committee (CAC) comprised of stakeholders including neighboring businesses, DMCC and City representatives, members of the design and preservation communities, citizen at large members, and other civic leaders. The DMCC and the City anticipate that as a part of the programming and concept design process, the project team will meet with the committee initially and periodically throughout the concept design phase to seek input and test design concepts and ideas.

The DMC EDA will serve as primary staff for the next phase of design, in close coordination with the City staff, including providing leadership in the community engagement components of the process.

SCOPE, SCHEDULE, AND BUDGET:

Scope

The Destination Medical Center development plan presents a vision, several illustrative concepts, and set of principles for Heart of the City, but this does not constrict the planning and design for the next steps for the planning and design of the Heart of the City public realm. The selected firm will be responsible for the next phases of design: pre-design through schematic design, including a recommended prioritization, phasing and implementation strategy as well as preliminary cost-benefit analysis that informs priorities that respect reasonably anticipated fiscal constraints.

- Phase I/Pre-Design:
-Programming

- Context Analysis
- Concept Design
- Gross Budget

- Phase II/Schematic Design:
 - Various Alternatives
 - Preferred Scheme
 - Preferred Scheme Cost Estimate
 - Phasing and Implementation Strategy

Schedule

- Approximate Schedule:
 - Distribution of RFQ, February 2016
 - Finalist Pool Selected, March 2016
 - RFP from Finalists/Interviews, April 2016
 - Project Initiation, April 2016
 - Pre-Design, May-August 2016
 - Schematic Design, Sept-Nov 2016
 - Final Report, December 2016

Budget

The budget for the project and for the consultant services will be determined by the DMCC Board and the Mayor and City Council of Rochester based on a review and selection of the proposal in the best interest of the City.

Contract

The successful consultant design firm will enter into a contract with the DMCC.

SUBMISSION REQUIREMENTS:

Public space design firms are requested to submit qualifications that do not

exceed eight (8) facing pages of information excluding optional folder, binder, or covers. Qualifications will be standard 8-1/2"x 11" format. Do not submit any additional collateral material such as books, magazines, or CD's. Additional materials will be discarded.

In your qualifications submission, include the following information, in this order:

1. Introductory letter and general description of your firm.
2. Firm background and business organization information including:
 - Firm history, philosophy, principals, number of staff, awards, honors
 - Technological capabilities including computer programs your firm uses as part of the design process
 - Description of the firm's approach to design and client service
3. Provide examples of projects that demonstrate relevant experience including renovations to existing urban parks and spaces, projects on urban sites, projects that entailed a public process, projects that involved architectural collaboration, and projects designed for winter/cold weather conditions. Please include the following information for three (3) projects only
 - Name of client/owner
 - Name and description of project
 - Completion date
 - Client references (name and telephone number) for project owner, general contractor, and project manager/owner's representative, if any, and particularly references for projects that incorporated a significant public process.
4. Design Team: Please provide resumes for key personnel who you would propose for your project team, including the partner-in-charge, project manager, and any other key members of your proposed team for this project, including specialty sub-consultants

such as water, lighting, etc., and provide the following information for each:

- Name, title, role
- Experience with projects of this scope, scale, and quality, including leading/managing public participation processes
- Years with the firm

SELECTION PROCESS

This RFQ will serve as the first stage in a three-stage, qualifications-based selection process.

- **Stage I: RFQ:** Qualifications will be reviewed by the Community Advisory Committee (CAC) which will recommend to the DMCC and City a short list of qualified firms from whom a Request for Proposal (RFP) will be requested, based on the criteria that follow. The DMCC and City will confirm or modify the finalist list.
- **Stage II: RFP:** The DMCC and City will issue RFPs (RFPs) to the selected/shortlisted firms, each of whom will be asked to submit detailed proposals (including fees) based on a specific scope of services and a project budget and schedule.
- **Stage III: Interviews:** Some or all of the firms that respond to the RFP may be asked to interview. Following interviews, the CAC will recommend a firm(s) to the DMCC and the City for final determination.

The firm selection process will be qualifications-based. DMCC and the City reserves the right to reject any and all qualifications and proposals and to negotiate any aspect of a proposal with a proposer. Neither the DMCC nor the City is under any obligation to select and retain a firm through this RFQ/RFP process.

SELECTION CRITERIA

Qualifications received as a part of this RFQ process will be evaluated based upon the following criteria. The DMCC/City may, in its sole discretion, expand or reduce the criteria upon which they base final decisions regarding selection of qualified firms.

- Completeness of submission and conformance with submission requirements
- Demonstrated experience with completed urban design projects involving extensive community engagement
- Demonstrated experience with needs analysis, programming, and designing for actively programmed and used urban park and plaza spaces
- Experience designing urban parks and plazas for cold weather environments, for winter use, and with attractive aesthetics under winter conditions
- Demonstrated skill in cost-benefit analysis and prioritizing features critical to a vibrant, attractive, sustainable space.

DMCC/CITY GOALS FOR THE SELECTION PROCESS

- The selection process has been designed to ensure the appointment of a team which will provide the very best quality programming and design for the public space associated with Heart of the City.
- The selected team will have demonstrated prior success in developing high quality designs for public spaces that require a commitment to a public participation process, facilitating the input of multiple and potentially conflicting constituencies and viewpoints, and integrating the input from this process into a program and a final design.
- The selected team will have demonstrated prior success in developing designs for public spaces that are actively used and that require a commitment to a detailed needs analysis and programming effort that addresses function and utility as a foundation for the design.
- The selected team will have demonstrated experience with historic resources, treatment of cultural resources and the Secretary of the Interior's standards for historic resources.

- The selected team will have demonstrated prior success in developing designs for public spaces that address both capital costs and future operating, maintenance, and life-cycle costs.
- The selected team will have demonstrated an ability to join the team as a collaborator and internalize and share the values of DMCC and the City.
- The selected team will be broadly accepted and respected by the various constituencies surrounding the project including City political leadership and staff, DMCC leadership and staff, surrounding businesses, and institutions, the landscape architecture community, and the preservation community.

SUBMISSION PROCESS

Due Date and Number of Copies:

Qualifications are due by 4:00 p.m. March 4, 2016.

Please provide an electronic version (PDF) to Cody Pogalz, DMC Executive Assistant via email (codypogalz@dmceda.org) and 15 hard copies of your qualifications. Qualifications received after the deadline will not be accepted. It is not the DMCC's responsibility to acknowledge receipt of any proposal. It is the firm's responsibility to assure that qualifications are received in a timely manner. Deliver all copies to:

Lisa Clarke, Executive Director
Destination Medical Center
Economic Development Agency
195 South Broadway, Suite 12
Rochester, MN 55902

Questions and Answers:

All information required for a complete submission of your qualifications is contained within this RFQ and there will be no formal Q&A process. If you believe you that something is unclear or missing from this RFQ, you may send a brief question in writing, directed to Cody Pogalz, DMC Executive Assistant via email (codypogalz@dmceda.org). Both the question and the answer will be posted on the DMCC website. Other than questions about the RFQ, please do not contact DMCC or the City prior to submitting your qualifications.

Review of Qualifications and Selection of Short Listed Firms:

The Community Advisory Committee will review all qualifications based on the selection criteria above and recommend to the DMCC and City Council a subset of firms which will be invited to submit an RFP.

REQUEST FOR PROPOSALS

Following determination by the DMCC and City Council, a select number of firms will be invited to respond to an RFP. The format, timetable, and expectations for the RFP will be provided at the time.

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