

**ADVERTISEMENT AND NOTICE OF INVITATION TO ARCHITECTS
REQUEST FOR QUALIFICATIONS TO DESIGN A NEW PUBLIC LIBRARY IN
GUNNISON COUNTY LIBRARY DISTRICT**

Solicitation for: Professional Architectural Programming, Design and Construction Phase Administration Services

Notice of Publication Date: May 13, 2024

Notice Published in: Daily Journal, Gunnison Country Times, Crested Butte News, Grand Junction Sentinel

Library District Approved for Release 4/26/2024

Gunnison County Library District (“Owner”) is soliciting letters of interest and qualifications from Architectural firms for the development of a new mixed-use public library facility (the “Project”). Interested Architectural firms are invited to submit letters of interest and summary qualifications for the programming and design of the project as set forth below.

A Letter of Interest/Qualifications from Interested Architectural Firms shall be submitted to the Owner not later than the date and time stated below. All qualified responses received by the stated date and time shall be reviewed by the Owner and Owner’s Consultants and from these responses a shortlist of firms shall be created. The shortlisted firms shall receive a subsequent Request for Proposal (“RFP”) to provide architectural, programming, design, and construction administration services (the “Work”) on the referenced project. This solicitation of Letters of Interest and Qualifications is made on behalf of the Owner pursuant to the authority vested in the Executive Director.

PROJECT DESCRIPTION, APPROACH AND SCHEDULE:

The project will consist of a new, state-of-the-art public library facility to be commissioned under one contract agreement to be executed between the Owner and selected architect for the work. The Owner is planning to fund all architectural services from concept design through construction management with funds from a Colorado Department of Local Affairs EIAF Tier II grant. Design work will commence immediately following a successful contract with DOLA. The grant award announcements will be made in July and December. If grant funding is not provided by DOLA in 2024 the initial scope of work will be limited to concept design until additional funding is secured.

Public Library Facility:

Gunnison County Library District is a local governmental entity organized under the laws of the State of Colorado. The boundary of the Library District is coterminous with the boundary of Gunnison County. In response to the need for a modern, high-functioning, multi-purpose public library at the north end of the Gunnison Valley, the Gunnison County Library Board of Trustees established a strategic priority to deliver three unique public library experiences to the people of Gunnison County.

The new public library facility will be a multi-use public library facility designed for daily service to people of every age in Gunnison County, Colorado. The Project site is 1.14 acres located in Block 6, the central commercial core, of Crested Butte South, Colorado. The new library will join the Gunnison County Public Library located in the City of Gunnison, Colorado and the Old Rock Library located in the Town of Crested Butte. The Project is not intended to recreate existing public library experiences in a new location but rather to deliver a unique experience that amplifies the overall services provided by the Library District.

As a guideline, it is anticipated that public library services supported by the facility will include event and activity areas, quiet and active meeting rooms, access to computers and a variety of audio-visual resources, quiet reading/study areas, physical collections, and other programmatic amenities to be determined through a public engagement process.

The Gunnison Valley north of Round Mountain currently lacks a community center and it is expected that the Project will help fulfill that function by supporting accommodations for certain kinds of educational activities, creative pursuits, and civic engagement activities. The greater Crested Butte area is home to hundreds of non-profit organizations that will likely look to the library space as a resource. Spaces that support those more workplace like activities will likely be a design consideration.

In addition to a robust public library program, the Owner will investigate through schematic design the economic viability of including 9,000 +/- square feet of affordable housing on a second story of the Project. The housing component of the project will be studied assuming a mixture of one-, two-, and three-bedroom units. The Owner will confirm the inclusion or exclusion of housing in the project design at the end of schematic design and prior to the commencement of the design development phase.

The Owner's budget limitation for construction to be built as designed by the Architect shall not exceed \$12 million if housing is included and \$8 million if housing is not included. This limitation does not include non-attached FFE and A/E design fees and other "soft costs" of development. Current estimates are for overall building size to be 18,000 +/- square feet if housing is included and 9,000 +/- square feet if housing is not included.

Project Approach: The successful Architectural team will work with the Owner's team and the public to determine the best architectural program to deliver required and desired public library services. Sustainability and a design that reduces energy consumption are important to the Owner. The ability for spaces to be adaptable to future public library needs and a customer/end-user focused approach to design are also important. Ease of access, inside and outside the facility, including multimodal transportation and parking considerations are important to the Owner.

Anticipated Architect Selection Schedule:

<u>Activity</u>	<u>Date or Month</u>
Public Advertisement for Architects	May 13, 2024

Receipt of Letters of Interest/Qualifications	June 3, 2024
Announce Architect Shortlist	June 14, 2024
Issue RFP to shortlisted firms	June 18, 2024
RFP Responses due from Architects	July 24, 2024
Shortlist for Interviews	July 31, 2024
Interviews (In Gunnison)	August 5, 2024
Architect Selection	August 15, 2024

Owner’s Representative:

Drew Brookhart, Executive Director
 1 Quartz Street
 Gunnison, Colorado 81230
drew@gunnisoncountylibraries.org

RESPONSE INFORMATION: Responses to this Advertisement and Notice shall be received no later than **3:00 PM, Colorado time on Monday, June 3, 2024.**

Please refer to the **MINIMUM REQUIREMENTS FOR CONSIDERATION** below. Only architects who meet the minimum requirements may submit “Letters of Interest” as set forth above. Please, no telephone calls at this stage of the process.

MINIMUM REQUIREMENTS FOR CONSIDERATION: The following Minimum Requirements will be considered in the Owner’s decision to extend an invitation to respond to a “Request for Proposal”:

Lead respondent architects must be licensed to perform professional services in the location of the project and be able to demonstrate relevant experience related to the project types and expertise working in rural communities. Given the relatively specialized building type, and location, respondents may elect to associate with, or joint venture with another design firm or design consultant.

Respondent architects must demonstrate significant like-project design and programming experience in delivering state-of-the-art public library facilities, multi-use commercial buildings of similar scope and complexity as anticipated for this project.

RESPONSE CONTENT, FORM AND LENGTH LIMITATION: If you are interested in receiving consideration toward selection as a short-listed candidate for purposes of receiving a Request for Proposal, please submit a Letter of Continued Interest and supporting information containing the following:

1. Provide a Letter of Interest expressing why you believe you should be considered. Describe what are your special distinguishing or unique characteristics and abilities relative to the scope and complexity of the project. Supporting your letter, please provide the following additional information:

2. Provide a brief overview of your firm/company history and professional practice, specifically with respect to building facility Pre-Design Programming and Design. Information to be provided:

- principal contact information
- a brief history of the firm, including when the firm was established, ownership type and office location(s). If more than one office is listed, indicate the office that will design and administer the project
- a list of current projects and a description of the firm's capacity to manage the Project
- the firm's programming and design philosophies and methodology
- information regarding any provision intended for joint-venturing or association of firms.
- any litigation pending or settlements reached in the last ten (10) years in excess of \$100,000
- the firm's insurance policies and limits
- information regarding key employee turnover for the last three (3) years

3. Describe Relevant Project Experience as follows:

- the firm's or team of firm's specific experience with public library facilities
- a minimum of three (3) comparable, relevant facilities completed in the last ten (10) years where your firm's principal(s) proposed for this project served as the primary design architect. Include a brief description of the program, construction budget versus actual cost and project delivery schedule versus actual schedule. Include client references and contact information for each project.
- experience developing creative facility designs delivered via CM/GC Cost Plus Fee construction delivery methodology, that led to saving client's time and money, and budgetary compliance. Include description of the firm's approach to ensuring schedule control, including allowances for regulatory review(s), cost estimates, value engineering and owner decisions
- the firm's and the Team's experience in working with public/private, not-for-profit ventures
- the team's experience with sustainable design, including energy use intensity goals and multimodal transportation connectivity

4. Proposed Team Information:

- resumes of key personnel and team member individuals to be assigned to the project, limited to one page per resume'
- the firm's principal(s) who will be responsible for leading the final programming and design
- the city from which each of the key personnel and team members individually operates

- provide information on individual consultants that you anticipate might be appropriate for consideration for assignment to the project as consultants to your firm
 - the architectural firm's process in working with consultants and integrating them into the design and construction administration process
 - Which members of your Project Team will interface with the Owner during each phase of final programming, design, and construction administration?
5. All response content as described in items 1. through 4. immediately above shall be provided with the Letter of Interest typed on company letterhead and signed by the principal owner of the company or Project Principal or Officer who has the authority to guarantee that, if short-listed for RFP, your firm will aggressively pursue the commission award.

Please limit responses to 25 pages maximum, not counting the Letter and Table of Contents. The RFQ response should be bound or stapled, with tabs for the individual sections above.

Please deliver four (4) printed and bound copies of the response itself to the Owner's Authorized Representative, with one electronic copy on a Thumb Drive to 1 Quartz Street Gunnison, CO 81230.

Separate from the response materials, two (2) bound copies of company marketing materials supplementing the above required response information may also be delivered to the Owner's Authorized Representative.

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