

**WHITE RIVER STATE PARK DEVELOPMENT COMMISSION (WRSP) AND THE INDIANA  
DEPARTMENT OF ADMINISTRATION (IDOA) PUBLIC WORKS DIVISION  
REQUEST FOR QUALIFICATION (RFQ) FOR  
DESIGN SERVICES FOR WRSP EXPANSION PROJECT and CRANE BAY RENOVATION**

**Due: August 31, 2022**

**REQUEST FOR QUALIFICATION**

This is a Request for Qualification and Information (RFQ) issued by the White River State Park Development Commission (WRSP) and the Indiana Department of Administration Public Works Division (IDOA). As WRSP intends to expand the park south of Washington Street, along the west bank of the White River on the former site of the GM Stamping Plant, WRSP and IDOA is issuing this Request for Qualification to select an appropriate Designer to lead the design of this expansion.

This RFQ is intended to publicize the possible, future availability of contracting opportunities for services described herein. WRSP and IDOA create no obligation, expressed or implied, by issuing this RFQ or by receipt of any submissions pursuant hereto. The award of any contract(s) because of this RFQ shall be at the sole discretion of WRSP and IDOA. Neither this RFQ nor any proposal submitted in response hereto is to be construed as a legal offer. No contract will be awarded without further discussion and negotiation with the responding firms or the issuance of a Contract. WRSP and IDOA will not be responsible for any expenses incurred by any firm in preparing and submitting information responding to this request.

**CONFIDENTIAL INFORMATION**

Potential offerors are advised that materials contained in their proposals may be subject to the Indiana Public Records Act, IC 5-14-3 et. seq., and after the execution of the contract, may be viewed and/or copied by any member of the public, including news agencies and competitors.

**SCOPE OF WORK**

The WRSP Development Commission is expanding the park as part of the overall coordinated development agreement for the former GM Stamping Plant site. The parcel will be bounded by the rerouted White River Parkway on the west, the White River on the east, Washington Street to the north and Oliver Avenue to the south. The design of the new park expansion should complement, where applicable, the hard and soft scape designs of the rerouted White River Parkway, which are currently in schematic design under a separate contract with the Indiana Economic Development Corporation (IEDC). An initial Master Plan concept has been developed for this expansion and will be provided for review to those firms invited to interview for this opportunity.

Applicants should ultimately be prepared to demonstrate their ability to produce a compelling refinement of the master plan concept, through consensus with all stakeholders, and then execute construction documents, cost estimating and bidding and construction administration services for the park expansion that is anticipated to include a renovation of the former GM Stamping Plant "Crane Bay," a flexibly designed plaza that could support events year-round, opportunities for creative youth play experience (not anticipated to include traditional "city park style" play equipment), artwork stations throughout the area, opportunities to physically and visually engage with the White River, provisions for connections to adjacent neighborhoods and downtown Indianapolis, and other such features that would not only be unique within White River State Park's current offerings, but interesting enough to draw visitors from downtown Indianapolis as well as warrant travel from all of Indiana and beyond.

**SITE:**

The planned site includes portions of the former GM Stamping facility as well as the White River levee along the west bank of the river, although it is anticipated that significant development restrictions will be in place regarding the use and/or alteration of the levee itself. The remains of the “Crane Bay” building is anticipated to be repurposed into a new structure that will support programming and event activation within the park.

**PROGRAMMING REQUIREMENTS:**

The park expansion is unique in that it is part of a larger development agreement, and the development agreement did not detail expectations for the park’s program beyond the desire for opportunities to recreate on the White River and for a bike rental station. The space adjacent to the Crane Bay facility is envisioned as a flexible plaza that can be configured in diverse ways depending on use. The space should also include spaces for play, but in ways appropriate for WRSP. Specifically, traditional playground equipment is eschewed in favor of more landscape-based play spaces. Opportunities for park activation during the “off season” winter months should also be considered. It is anticipated that a selected firm would assist with refining the programming of the space as a function of the design and engineering of the park expansion.

Additionally, it is desired that a successful firm would have professional experience and local market knowledge to advise on the space program and market assessment/business plan for the reuse of the Crane Bay building as a potential events facility along with other potential park related uses.

**DESIGNER REQUIREMENTS**

Minimum requirements of the selected A or A/E team:

- Prequalified with the State of Indiana Public Works Certification Board
- Prior experience providing design services for a construction project of similar scope and size.
- Staffing capacity to perform services.
- Demonstrable experience in collaborative experience with other designers related to facilities where critical environments exist.
- Knowledge and/or experience with bidding state or government public works projects.

**TERMS**

The Design firm selected should anticipate executing a standard contract for full professional services. The contract will provide for a firm, fixed price for services.

**RFQ RESPONSES**

Firms interested in providing these services to the WRSP and IDOA should submit five printed copies and a digital copy of their written proposal and response to the address listed below.

Jake Oakman  
Executive Director, White River State Park  
801 W. Washington Street  
Indianapolis, Indiana 46204

Proposals must be received **no later than 12:00 p.m. Eastern Standard Time on August 31, 2022**. The outside of the envelope should be clearly marked:  
“RESPONSE TO REQUEST FOR QUALIFICATION”

No more than one (1) response per principal firm should be submitted. Each proposal should designate one person as the principal contact for the proposing firm. Following a review of the responses, selected firms will be requested to make a formal fee proposal for services and participate in interviews.

Any questions regarding this RFQ must be submitted to the above address no later than 12:00 p.m. Eastern Daylight-Saving Time on August 17, 2022. Questions may also be submitted by email to [joakman@wrsp.in.gov](mailto:joakman@wrsp.in.gov). Responses to all questions will be responded to by email.

Respondents, and individuals and organizations operating on their behalf, are prohibited from contacting members of the White River State Park Development Commission for questions or matters related to this RFQ. The Commission may disqualify any respondent to this RFQ that violates this prohibition on commissioner contact.

### **SELECTION PROCESS AND CRITERIA**

The Evaluation Team will review all the responses in the following manner:

1. Each response will be evaluated based on the criteria listed below.
2. Based on the results of the evaluation, the proposal(s) determined to be most advantageous to WRSP, considering all the evaluation criteria, may be selected by WRSP for further action.

Responses will be evaluated based upon the documented ability of the proposer to satisfy the requirements of the Announcement in a cost-effective manner. Criteria considered includes but is not limited to:

1. Demonstrated experience and expertise in Design services for a construction project of similar scope and size. Please be specific on previous projects, specially regarding the design and construction of public spaces and quality of life projects.
2. Please indicate your firm's capacity to provide adequate staffing for this project.
3. Experience and expertise with government bidding requirements, particularly with respect to capital projects.
4. Please provide a list of potential team partners which the submitting firm may enlist to fill gaps necessary for work.

### **RFQ SUBMISSIONS**

The response should address the selection criteria described herein and any other information which the offeror believes is relevant to the selection process. The response should include a statement of the philosophy of the firm's approach to this project. The response should include examples of projects which are similar to this project, or which address the selection criteria. The response should identify the key persons to be assigned to the project and include a statement of the availability and commitment level for each person which the offeror is willing to include in the contracting document.

### **QUESTIONNAIRE**

1. Name and address of principal location and Indiana office(s), if any, for principal firm and any consulting firms or individuals.
  - a. Please describe:
    - i. A brief history of the firms/individuals involved in this team.
    - ii. Experience, background, or expertise that qualifies your team for this project.
    - iii. Please list three (3) projects where your firm has performed as designer or sub-designer.
2. Indicate how your firm will provide the services requested in this RFQ and an outline of procedures to be used by the firm in providing a unified team approach. Provide any case histories or other

information which is available to indicate past performance on similar types of services, including copies of typical reports (see also Item 5 below).

3. If selected as Designer, please explain and describe how a communication plan would be implemented that integrates WRSP into the project.
4. Please indicate the typical fee structure your firm would propose if selected to provide the Designer services for this project.
5. Please provide the systems, applications, and other project support tools your firm utilizes to track project elements (e.g. financial/budget, timeliness, projected costs).
7. References:
  - a. List several persons who can provide information about similar work your firm has completed. (References may be contacted)
  - b. Provide a list of financial references that can provide information about the firm.

#### **PARTICIPATION OF MBE, WBE, AND VBE FIRMS**

Pursuant to IC 4-13-16.5 and in accordance with 25 IAC 2-20, the IDOA has determined that there is a reasonable expectation of minority business enterprise participation in this contract. Therefore, a contract goal of not less than eight percent (8%) minority business enterprise (MBE) participation and not less than 11 percent (11%) women business enterprise (WBE) has been established and all offerors and their subcontractors will be expected to comply with the regulations set forth in 25 IAC 2-20.

In accordance with Executive Order 13-04 and IC 5-22-14-3.5, it has been determined that there is a reasonable expectation of Indiana Veterans Business Enterprises (VBE) subcontracting opportunities on a contract awarded under this RFI. Therefore, a contract goal of three percent (3%) for Indiana Veterans Business Enterprises has been established.

WRSP desires diverse thinking for this important project and MBE, WBE and VBE firm participation can higher than the minimums mentioned above.