

REQUEST FOR PROPOSALS/QUALIFICATIONS

McCordsville Police Headquarters, McCordsville, IN

IC-5-23 BUILD-OPERATE TRANSFER

PUBLIC PRIVATE PARTNERSHIP

RFQ Contact: Tim Gropp – Town Manager
tgropp@mccordsville.org

John Bryant – Owner’s Representative
Veridus Group, Inc.
Jbryant@theveridusgroup.com

I. PROJECT INTRODUCTION:

The (Council) of the Town of McCordsville (Town) in McCordsville, Indiana, has adopted the provisions of IC 5-23 *et seq.* (BOT Statute), and, in accordance with IC 5-23-5, the Council invites any and all qualified parties to submit Proposals and Statements of Qualifications to act as the private partner in a public-private partnership for the scope, design, build, operate, and transfer to Town a new McCordsville Police Headquarters and related improvements (Project). The purpose of this RFPQ is to assemble a team that is capable of scoping, designing, building, and temporarily operating the Project, which ultimately will be transferred to the Town. In connection with the transaction, the selected developer and the Town will enter into “BOT Agreement” under which, through lease or installment payments, the Town will acquire the completed Project.

II. PROJECT SCOPE:

Description:

The Town recently conducted a feasibility study specifically to inform this RFP. The feasibility study has identified the following needs:

- **Site:** The proposed Police Department building will be located on the SE corner of the McCordsville Square Development off the North side of County Road 750 North. The proposed parcel for development is approximately 2.84 acres.
- **Proposed Building:** The proposed Police Station is expected to be approximately 15,200 sf and will serve the police personnel of McCordsville, Indiana. This building will factor in the growth needs of the police department, due to the continued growth of the McCordsville community. This development will provide a functional public safety facility that will efficiently serve the growing community of the Town of McCordsville.

- **Preliminary Schedule:**

○ Council to Approve Release of RFQ	September 13, 2022
○ Receive RFQ Responses for IC 5-23 BOT	October 7, 2022
○ Selection Committee to provide recommendation to Council and Select BOT Team	November 9, 2022
○ Finalize GMP Documents	January 2023
○ Public Hearing to consider recommendations and approve the GMP and award contract with BOT team	February 14, 2023
○ Finalize the design	June 2023
○ Permitting	July 2023
○ Construction Commencement	Q3 - 2023
○ Closeout & Occupancy	Q4 - 2024

General:

- Selected developer will provide all services necessary to scope, design, build, operate, and transfer the completed Project to the Town, which scope may include the acquisition of land and purchase of furniture, fixtures, and equipment.
- Please note that the final scope, design, and budget (and, accordingly, the cost for the Town to acquire the completed Project) will be determined during a scoping period, and the final approval of the Project by the Town will not occur until the scoping period deliverables have been satisfactorily completed by the selected developer. The Town reserves the right to proceed under the BOT Statute for the Project, or to cancel this RFPQ/scoping process altogether if the selected developer's scoping deliverables are not satisfactory.
- It is anticipated that the Town will pay for its acquisition of the Project via installment sale or lease, the terms of which will be included in the BOT Agreement. The Town, in its sole discretion and subject to additional proceedings required by law, may pledge ad valorem property tax revenues or other revenues legally available for such purpose to the payment of installment payments or lease payments under the BOT Agreement. Alternatively, and also in its sole discretion, the Town may elect to issue bonds or other obligations, the proceeds of which would provide funds to pay such payments.
- If your firm or team is unable to provide all the services requested herein, please submit for the services that your firm or team is capable of providing. The Town reserves the right to "mix and match" proposals as needed to accomplish the most capable and qualified team for the full development of the Project.

III. PROPOSAL EVALUATION:

The Town will form a committee to review the proposals received. The criteria which will be utilized in evaluating proposals is as follows:

- Your scoping process, estimating process, and scoping fees (15pts)
- Your experience developing similar projects (30pts)
- Your demonstrated ability and capacity to perform the work (20pts)
- Your reputation as indicated by your references for performing this type of work (15pts)

- Your ability to finance the Project via an installment sale or leasing structure (10pts)
- Explain your process of development of similar projects (10pts)

IV. PROPOSALS

Please respond to the following requests:

- Identify at least three (3) similar projects you have developed and constructed and indicate if such projects were delivered via the BOT Statute. Include names, telephone numbers and addresses to be used as references relative to the listed projects. In addition, please provide architectural renderings or photos of the referenced projects.
- A proposed schedule for the project, including proposed dates to close on a BOT Agreement, start and complete construction, and transfer the Project to the Town.
- A description of the project team, including the project lead and construction team. Please provide main point of contact for the team and resumes of project managers who may be assigned to the project.
- Project approach in regard to scoping process, open book estimating, bidding, and construction.
- The scoping process may have a duration of several months, during which time the selected developer would need to prepare site analysis, and work with our design team on final design and guaranteed budgets sufficient for the Town to make a decision on proceeding (or not) with the Project and/or with the selected developer. Please identify fees that may be requested by your team during this process. You may offer hourly rates, an overall lump sum, or multiple lump sums segregated by task.
- Your ability to finance the Project based on an installment sale or lease structure.
- Please limit proposals to a total of 20 pages, inclusive of all imagery.

V. General Conditions

It should be understood that:

- The Town anticipates that the selected developer will solicit multiple bids for each scope of work.
- The Town reserves the right to reject any and all Proposals/Statements of Qualifications at its sole discretion.
- The price of the stated scoping period fees and the proposed financing solutions are important factors, but they are not the sole or determinative factors. The developer's demonstrated experience, ability, and capacity to perform the work will be equally weighted. For purposes of clarity, a favorable scoping period fee by a developer that is unable to demonstrate its team's ability to deliver a quality project will not suit the needs of the Town.
- The selected developer will be expected to enter into the BOT Agreement, which will include, among other customary terms: (a) provisions permitting the prevailing party in any litigation to recover attorneys' fees and costs; and (b) standard terms applicable to contracts with governmental entities, which terms will include, but not be limited to (i) provisions related to engaging in activities with Iran; (ii) provisions requiring participation in the e-verify program, and prohibiting the employment of unauthorized aliens; (iii) prohibitions against discrimination, including compliance with Americans with Disabilities Act; and (iv) assurances regarding

non-collusion.

- The Town does not require you to submit a certified check or other evidence of financial responsibility with your proposal, however the Town may request proof of bonding capacity, safety record, and legal standing of shortlisted teams.
- All developers will be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals. The Town may enter into discussions with developers to clarify and assure a full understanding of submitted proposals.
- The Town may refuse to disclose the contents of the Proposals/ Statement of Qualifications during discussions with eligible developers.
- Proposing firms shall not contact Town Council Members or any other voting body.
- All correspondence and questions for this RFPQ should be handled through Timothy Gropp, Town Manager and the Town's Owner's Representative:

Tim Gropp, Town Manager / tgropp@mccordsville.org
Phone: 317-335-5146

John Bryant, Veridus Group / jbryant@theveridusgroup.com
Phone: 317-353-7324

- The Town reserves the right to enter into a scoping agreement with a developer for preliminary design and development services prior to the Town agreeing to move forward with the Project. After the scoping period, the Town shall either make a recommendation to award the BOT Agreement to a developer or to terminate the request for proposal process.
- Submittal: An electronic PDF of the Proposal/Statement of Qualifications should be emailed to:

Tim Gropp, Town Manager / tgropp@mccordsville.org

John Bryant, Veridus Group / drainey@theveridusgroup.com

Proposals must be received by 4:00 pm EST on October 7th, 2022