

REQUEST FOR PROPOSALS & QUALIFICATIONS

County Annex Development

I. PROJECT INTRODUCTION

In accordance with Indiana Code 5-23-5, the Fountain County Board of Commissioners (the "County") invites any and all qualified parties to submit Proposals and Statements of Qualifications to provide design, construction, operations, management, maintenance, and financing for development of a county annex building and related infrastructure in Fountain County (the "Annex").

II. PROJECT SCOPE

Description:

- **Site:**
1126 Liberty Street, Covington, IN 47932, in Fountain County.
- **The Project:**
The selected operator's scope of work shall include design, construction, and prospective developer financing of the Annex project, as well as operation and maintenance of the Annex for a negotiated period of time once construction is complete. The ultimate scope of operations will be further defined through the scoping period after selection.
- **Schedule:**
Delivery is anticipated by July 2024.

General:

- Selected Proposer will provide all services necessary to scope, contract, finance, construct, and operate the Annex via public-private partnership with the County. In addition, the selected Proposer may be required to include the purchase of furniture, fixtures, and equipment.
- Please note that the final scope, budget, design, and financing will be determined during a scoping period, and the final approval of the Project by the County will not occur until the scoping period deliverables have been satisfactorily completed by the selected Proposer including development of a construction budget for the Project. The County reserves the right to proceed with the Project or to cancel the Project at any time in its sole discretion.
- If your firm or team is unable to provide both financing and construction services, please submit for the services that your firm or team can provide. Accordingly, the County reserves the right to "mix and match" responding Proposers, as needed, to accomplish the most appropriate and qualified team for the full development of the Project.

III. PROPOSAL EVALUATION

The County may, in its sole discretion, form a committee to review proposal submissions. The criteria to be utilized in evaluating proposals is as follows:

- Proposed Annex development timeline and strategy (30 pts)
- Your experience developing similar projects (15 pts)
- Your demonstrated ability and capacity to develop the Annex (20 pts)
- Reputation, as indicated by references, for performing this manner of project (20 pts)
- Proposed model for operation of completed Annex (15 pts)

IV. PROPOSALS

Please respond to the following requests:

- Identify proposed site for Annex and demonstrated ownership or site control thereof.
- Identify other projects you have financed, constructed, and/or operated via public-private partnership. Include names, telephone numbers, and addresses to be used as references relative to the listed projects.
- A proposed schedule for the project, including approximate dates to start and complete scoping and design, close on financing, start and complete construction, and commence operations.
- A description of the project team, including project lead and construction team as well as a potential Annex operator entity, if known at the time of submittal, or proposed method for search and selection thereof.
- The scoping process may have a duration of several months. Please identify fees (or your method of determining fees, such as hourly rates, monthly retainer, etc.) that may be requested during this process.
- A description of your approach to scoping and pricing a project of this type, including detail regarding how you would coordinate with design professionals to provide cost and constructability feedback, methods for interfacing with subcontractors and suppliers to arrive at a construction budget, development fee assumptions, cost modeling system/approach, and examples of ways in which you have proactively employed strategies and solutions for managing construction costs on prior projects. Any material claimed to be proprietary in nature should be clearly identified as such in the proposal.

V. GENERAL CONDITIONS

It should be understood:

- The County reserves the right to reject any and all Proposals/Statements of Qualifications at its sole discretion.
- The County does not require you to submit a certified check or other evidence of financial responsibility with your proposal.

- All Proposers will be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals. The County may enter into discussions with Proposers to clarify and assure a full understanding of proposals.
- The County may refuse to disclose the contents of Proposals/Statement of Qualifications during discussions with eligible Proposers.
- Proposing firms shall not contact County Commissioners or any other voting body. All correspondence and questions for this RFPQ should be handled through the County as follows:

Contact: Auditor's Office
Colleen Chambers
cchambers@fountaincounty.in.gov
(765) 793-6243

- The County reserves the right to enter into a scoping agreement with the selected operator for preliminary design and development services prior to agreeing to move forward with construction and operation of the Project. After the scoping period, the County shall either make a recommendation to award the public-private agreement to a Proposer, engage another Proposer, or terminate the request for proposal process.
- Subject to receiving acceptable offers to this RFPQ, the County is anticipating that the Project may be financed by the selected Proposer, but the County reserves the right to determine a financing structure in its sole discretion. All financing documents are subject to approval by the County and its advisors; unsatisfactory review may lead to termination of the scoping period with the selected Proposer.
- Proposal/Statement of Qualifications are to be made electronically in PDF format and submitted to the following:

Contact: Auditor's Office
Colleen Chambers
cchambers@fountaincounty.in.gov
(765) 793-6243

VI. TIMELINE

RFPQ Release	May 15, 2023
First Advertisement	June 8, 2023
Second Advertisement	June 15, 2023
Delivery responses due	9:00 am EST July 5, 2023