

MINNESOTA SPORTS FACILITIES AUTHORITY  
REQUEST FOR PROPOSALS  
FOR STADIUM PARKING FACILITIES  
IN MINNEAPOLIS, MINNESOTA

April 15, 2013

**I. PROJECT INFORMATION**

A. Introduction

The Minnesota Sports Facilities Authority (the “Authority”) and Minnesota Vikings Football, LLC (the “Team”), are seeking, through this Request for Proposals (“RFP”), an experienced Respondent (“Respondent”) to provide some or all of the parking facilities to be constructed in connection with the development, design, and construction of a new stadium (“Stadium”) and stadium infrastructure (“Stadium Infrastructure”) in downtown Minneapolis, Minnesota (the “Project”), pursuant to 2012 Minnesota Laws, Ch. 299 (the “Act”).

As set forth in the Act, the Project must be designed and constructed with at least 2,000 parking spaces within one block of the Stadium, connected by Skyway or tunnel to the Stadium, and at least 500 parking spaces within two blocks of the Stadium, with a dedicated walkway on Team game days (collectively, the “Facilities”). The response to this RFP shall include a proposal for the development of some or all of the Facilities, which may include new acquisition, design, construction and operation of the Facilities.

B. Project Description

**1. The Project**

The Project will be used as a venue for professional football and a broad range of other civic, community, athletic, educational, cultural, and commercial activities. As set forth in the Act, it is contemplated that the design, development, and construction of the Project will be a collaborative process between the Authority and Team. The Authority and Team have formed a stadium design and construction group (the “SDC Group”) comprised of representatives of the Authority and the Team to direct and manage the design of the Project and oversee construction.

The Project is to be located on a site partially including the site of the current Hubert H. Humphrey Metrodome (“Existing Stadium”) and also including additional adjacent land to be acquired in Minneapolis, Minnesota. The Preliminary Site Plan for the Project is attached hereto as **Exhibit A**. The Stadium will be designed to meet the standards required for a National Football League (“NFL”) franchise as well as other programmatic uses consistent with other multipurpose facilities. Construction of the

Stadium and Stadium Infrastructure is anticipated to begin in the fourth quarter of 2013 with substantial completion of the Stadium and Stadium Infrastructure to be achieved not later than July 1, 2016 so as to be ready for occupancy in advance of the Minnesota Vikings' 2016 NFL season.

## **2. Services Requested in this RFP**

As set forth in the Act, the Stadium must be designed and constructed with at least 2,000 parking spaces within one block of the Stadium, connected by Skyway or tunnel to the Stadium, and at least 500 parking spaces within two blocks of the Stadium, with a dedicated walkway on game days. The Authority is seeking proposals for the provision of some or all of the Facilities required by the Act. The Authority has broad discretion with respect to the means and methods of acquiring Stadium Infrastructure. Specifically, the Act gives the Authority the power to enter into contracts with entities relating to the design, construction, financing, operating, maintenance, and use of Stadium Infrastructure. The Act further empowers the Authority to utilize a wide range of contracting structures, including the traditional separate design and build, integrated design-build, construction manager at risk, or public/private partnership. The Authority and Team may conduct discussions and negotiations with responsible Respondents in order to determine which proposal is most advantageous to the Authority and the Team, and to negotiate the terms of an agreement subject to the approval of the Team.

The Authority and Team will consider a wide range of proposals which offer the required Facilities in a manner which serves the requirements of the Authority and Team. Although the proposed Facilities must be available on Team game days, the proposed Facilities need not be for the exclusive use of the Stadium. The Authority is empowered under the Act to enter into use agreements with third parties, and is prepared to contemplate entering into such an agreement with respect to the Facilities with the selected Respondent or other third parties, provided such an agreement is consistent with the Authority's and Team's requirements. Any such agreement may require the operator to assume operational risk. Therefore, Respondents may – but are not required to – offer the Facilities in conjunction with a separate residential, commercial or other development. Preference will be given to proposals which offer to meet a substantial portion or the entirety of the Act's Facilities requirements.

Any new or existing Facilities proposed to be offered in response to this RFP should conform to the following requirements. The Authority and the selected Respondent would engage a qualified parking consultant to assure that the facility design complies with NFL guidelines and provides an acceptable experience for Vikings patrons on Team game days. At least 2,000 spaces of the parking Facilities must be connected to the Stadium by skyway or tunnel. Proposers are encouraged to propose to connect the skyway to the Stadium to the downtown skyway system. The remaining 500 spaces, if any, must be connected to the Stadium by a dedicated walkway on Team game days as required by the Act. The Authority and Team reserve the right to design and/or approve any and all skyways and other connections which directly connect the Facilities to the Stadium. Consideration may be given to proposals that enhance the integration of the Stadium and Stadium Infrastructure with the downtown Minneapolis area. The Authority and Team reserve the right to review and approve all aspects of the Facilities' design,

including without limitation floor plans, circulation plans, walkways, vertical transportation, building elevations, and building materials. To the extent that the Facilities are offered in connection with a separate development, the Authority and Team reserve the right to take the compatibility of such separate development with the Stadium and Stadium Infrastructure into consideration in making a final decision.

The selected Respondent should submit a proposed price with its proposal, and will be required to submit a Guaranteed Maximum Price (“GMP”) upon approval of an acceptable design for the Facilities. The final GMP amount and scope will be negotiated after review and approval of the Facilities by the Authority and Team. To the extent that the selected Respondent’s proposal involves ownership by the Authority of some or all Facilities, to be paid for out of Stadium appropriation bonds, the proposal must comply with the requirements of Minn. Stat. § 16A.965.

The selected Respondent will be required to comply with the Minnesota Multi-Purpose Stadium Construction Services Agreement Equity Plan (“Stadium Equity Plan”). The selected Respondent will also be required to comply with Minnesota prevailing wage laws, as provided in Minn. Stat. §§ 177.41-43, and each of those provisions of the Act or Minnesota law that apply to the Project. Finally, the Authority and Team will require the selected Respondent to negotiate and enter into a project labor agreement (“Project Labor Agreement”) for the Project as part of its services. The Project Labor Agreement shall be subject to the approval of the Authority and Team.

**C. Tentative Schedule of Selection Process**

The intended schedule for selection of the Respondent is set forth below.

<b>ACTIVITY</b>	<b>DATE</b>
RFP available for advertising and distribution	April 15, 2013
Respondents submit Qualifications	May 3, 2013; 4pm
Proposal by Short listed Firms due date	May 20, 2013; 4pm
RFP Review	May 21-24, 2013
Interviews	May 28, 2013 Tentative
Executed Contract	TBD
Construction Start	TBD
Substantial Completion	July 1, 2016

By submitting a proposal, the Respondent affirms that this timeline must be met to avoid the potential for significant harm to the progress of the Project. The Project must be completed and ready by July 2016 for Vikings game-day operations well in

advance of the 2016 NFL Season and not interfere with the construction of other parts of the Project such as the Stadium.

## **II. PROPOSAL REQUIREMENTS AND EVALUATION CRITERIA**

Each Respondent shall submit a Statement of Interest and Qualifications (“Statement”) as described in Section A below. The Authority will use the Statements to prepare a shortlist of Respondents who will be asked to prepare a formal proposal. The contents of the formal proposal shall be as set out in Section B.

### **A. Submittal Requirements – Statement of Interest and Qualifications**

The following items shall be included in the Respondents’ Statements:

1. Respondent’s name and address of the office that would have central responsibility for the work. If the Respondent is a joint venture, please identify each venturer and their respective percentages of participation.
2. Proposal for provision of Facilities, including price, location, number of parking spaces, connection to Stadium, design and construction schedule, and any other pertinent details. The Authority reserves the right to exclude any Respondent on the basis of this criterion alone. Proposers are also encouraged to submit proposals that may be able to connect to the downtown skyway system. Preference will be given to proposals which offer to meet a substantial portion or all of the Authority’s Facilities requirements and other benefits to the Project.
3. Description of how Respondent is qualified to provide the services requested in this RFP and proposed by Respondent. Include descriptions of any similar projects.

### **B. Submittal Requirements – Proposal**

Those Respondents that have been shortlisted by the Authority under Section A shall submit a proposal containing items outlined in Section C. As described below, the Authority and Team will score proposals on a point system.

Between one and three proposals receiving the highest scores, as determined by the Authority and Team, will then be selected to enter into final discussions and negotiations. The Authority and Team will select the Respondent, if any, whose final proposal is most advantageous to the Authority and Team as permitted by the Act.

### **C. Description of Proposal Requirements**

Submission of a proposal indicates the Respondent’s acceptance of the evaluation criteria.

### **1. Proposal (70 Points)**

The Respondent should provide a detailed description of its proposed solution to the Act's Facilities requirements and other benefits to the Project. Specifically, Respondents should describe the following:

- Number of parking spaces provided
- Proposed location of parking and/or tunnel, skyway, or walkway Facilities
- Proposed specifications for Facilities
- Integration with Stadium and downtown area
- Proposed operational terms, if any

### **2. Price and Terms (70 Points)**

The Respondent should state its estimated price for the provision of the Facilities described in its proposal. If the Respondent's proposal involves new acquisition of land, the acquisition or use of an existing building, and design and construction, the Respondent should state its estimated cost of the land acquisition, the design and construction work, its proposed construction and design fees, and insurance and bonding costs, and any other costs for completing the Facilities. The Respondent should further state its price and terms for the operation, if any, of some or all of the Facilities.

### **3. Respondent Qualifications (60 Points)**

The Authority and Team reserve the right and discretion to determine the qualifications and responsibility of the Respondents to perform the services that they propose pursuant to this RFP. In order to be considered Responsive, the proposal must provide the following information to the extent relevant to the specific components of the Respondent's proposal:

#### **Relevant Design Experience**

Provide up to five past projects of relevant design experience. Please include detailed information regarding Respondent's role in the project, ability to meet the project timeline and photographs of the projects.

#### **Relevant Construction Experience**

Provide up to five past projects of relevant construction experience similar in size and scope to what Respondent proposes. Please include detailed information regarding Respondent's role in the project, ability to meet the project timeline and photographs of the projects.

### **Past Performance**

Demonstrate proven methods Respondent has used to manage the acquisition, construction, and design process to not exceed a specified budget without a loss of quality and still meeting the requirements of the client.

### **Method of Approach**

The Respondent's proposal shall include a narrative of its approach (specific to the Facilities) to: delivering a highly functional design, managing cost control, low maintenance and life cycle cost, and managing the project schedule.

### **Risk Mitigation**

Describe any difficulties, challenges or risks Respondent foresees in providing the Facilities, how Respondent expects to manage those difficulties, challenges or risks, and what assistance will be required from the Authority and/or Team. In particular, address site security, traffic management and other issues related to minimizing disruption on site and surrounding neighborhood while performing the work, and how Respondent would intend not to disrupt or interfere in any way with the schedule for the construction of the Stadium and other Stadium infrastructure.

### **Team Strength**

The Respondent will identify which of its proposed team members have worked on comparable projects.

### **Workforce**

The Respondent will describe its practices and history of hiring women and minorities. Also describe Respondent's history of achieving goals for MBE and WBE construction participation as required on other projects, and Respondent's proposed strategies for employing women and members of minority communities when hiring to comply with the Stadium Equity Plan.

### **Financial Strength**

The Respondent must be able to provide performance and payment bonds for the construction of the Facilities and financial capabilities to secure any proposed operational obligations, if any.

## **Interviews**

Respondents may be required to participate in an interview. The Authority and Team may interview all critical team members, including (**but not limited to**):

Lead Project Manager

Lead Construction Services Project Manager

The Lead Site Superintendent

The Lead Design Project Manager

The Lead Design Architect

The Authority and Team may also request to interview additional personnel. The Authority and Team may request additional information prior to interviews.

All proposed team members must be available in person for interviews on the date specified in this RFP. At the Authority's and Team's discretion, substitutes, proxies, phone interviews, or electronic interviews may be allowed.

The interview phase may include a Respondent presentation. The interview itself will follow a question and answer format.

## **III. Instructions for Submissions**

### **A. Submission.**

Three copies and one electronic copy of the qualification statement are to be submitted by 4:00 p.m. Central Time, on, May 3, 2013. Responses must be sent to:

Steven C. Maki, P.E.  
Metropolitan Sports Facilities Commission  
900 South Fifth Street  
Minneapolis MN 55415  
Email: [steve.maki@msfa.com](mailto:steve.maki@msfa.com)

With three copies and one electronic copy to:

Don Becker, Project executive  
Minnesota Vikings Football, LLC  
Minnesota Vikings – Winter Park  
9520 Viking Drive  
Eden Prairie, MN 55344  
Fax: 952.828.6513  
Email: [beckerd@vikings.nfl.net](mailto:beckerd@vikings.nfl.net)

Additional instructions will be provided to shortlisted Respondents.

B. Questions & Inquiries.

Questions regarding interpretation of the content of this RFP must be in writing and directed to Steven C. Maki, P.E. at the address above or via email to [steve.maki@msfa.com](mailto:steve.maki@msfa.com) with copies to Don Becker at the address above or via email to [beckerd@vikings.nfl.net](mailto:beckerd@vikings.nfl.net). Questions may be submitted up to 3 days prior to the deadline for submitting Statements, or proposals, respectively. If the questions are deemed necessary to provide clarification, an addendum to this RFP will be issued no later than 1 day prior to the submission deadline.

C. Communications.

Firms considering responding to this RFP are strictly prohibited from communicating with any other member of the Authority's Board or staff, as all questions concerning this RFP should be directed to the person identified in Section A above.

D. Amendments.

This RFP shall be modified only by a written amendment issued by the Authority. It is the responsibility of the Respondents to verify that they have received and incorporated into their responses, all changes due to amendments issued to this RFP.

E. Cancellation; Rejection.

The Authority and Team reserve the right to accept or reject any or all proposals, to amend or alter the selection process in any way, to postpone the selection process for convenience at any time, and to waive any defects in proposals submitted. Proposals are required to remain open and subject to acceptance for a minimum of ninety (90) days following the date of submission of proposals. The Authority and Team also reserve the right to accept or reject any individual subcontractors or subconsultants that the successful Respondent proposes to use.

F. Respondent Costs.

Each Respondent submitting a proposal in response to this request acknowledges and agrees that the preparation of all materials for submittal and all presentation, related costs, and travel expenses are that Respondent's sole expense and the Authority and Team shall under no circumstances be responsible for any cost or expense incurred by the Respondents. The Authority and Team shall be allowed to keep any and all materials supplied by the Respondents in response to this RFP.

#### G. Minnesota Government Data Practices Act.

All proposals are subject to the Minnesota Government Data Practices Act, Minn. Statutes, Chapter 13. The Act prohibits disclosure of any information derived from proposals submitted by competing Respondents, and the content of all proposals is nonpublic data under Chapter 13 until such time as notice to award a contract is given by the Authority. Respondents shall note with their proposal any trade secret information or other private data in their submittal, along with a detailed description of the reasons why such data is trade secret or private. If no information is designated as trade secret or private data in the proposal, the information shall be conclusively deemed not to be trade secret or private data.

#### H. Compliance

The successful Respondent shall comply with all Federal, State and local laws, together with all ordinances and regulations applicable to the work. The Respondent shall procure all licenses, permits, or other rights necessary for the fulfillment of their obligation under this document at the Respondent's sole expense.