

REQUEST FOR PROPOSALS
WEST PLAZA DESIGN SERVICES
FOR

NEW MINNESOTA MULTIPURPOSE STADIUM

A. Project Background and Objectives

In 2012, the State of Minnesota enacted 2012 Minnesota Laws, Chapter 299, to establish the Minnesota Sports Facilities Authority (“MSFA” or “Authority”) and to provide for the construction, financing, and long term use of a new stadium (the “Stadium”) and related stadium infrastructure (the “Stadium Infrastructure”) as a venue for professional football and a broad range of other civic, community, athletic, educational, cultural and commercial activities.

As set forth in 2012 Minnesota Laws, Chapter 299, it is contemplated that the design, development and construction of the Stadium and the Stadium Infrastructure (collectively, the “Project”) will be a collaborative process between the MSFA and the Minnesota Vikings’ football team (the “Team”). To that end, the Authority and the Team have prepared this RFP and they have created a stadium design and construction group (the “SDC Group”) comprised of representatives of the MSFA and the Team to direct and manage the design of the Stadium and related property and oversee construction.

The Authority on behalf of the SDC Group is issuing this Request for Proposals (“RFP”) for the purpose of soliciting Proposals from architectural/engineering firms interested in becoming the lead designer (the “Designer”) to be responsible for engaging and coordinating an exceptional architectural and engineering design team (the “A/E Team”) experienced in the design of multipurpose entertainment venues and related facilities to provide architectural design and engineering services for the West Plaza (“Plaza”) Project. The Preliminary Program for the Project is attached hereto as **Exhibit A**. The Project is to be located on the current Downtown East Block (“DTE”) and may also include additional adjacent land to be acquired by the Authority in Minneapolis, Minnesota. The Preliminary Site Plan for the Plaza Project is attached hereto as **Exhibit B**. The Plaza 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 entertainment facilities. The Plaza Project will be designed in accordance with the design requirements set forth in 2012 Minnesota Laws, Chapter 299 and such additional standards as are established by the SDC Group (the “Minimum Design Standards”). The Design Services Agreement will be entered into by the Authority upon recommendation of the SDC Group. All such recommendations of the SDC Group are subject to approval from the Team and Authority. The Design Services Agreement will be issued by Addendum to this RFP as **Exhibit C**.

Construction on the adjacent new multipurpose Stadium and Stadium Infrastructure is proceeding with completion of the Stadium and Stadium Infrastructure to be achieved in advance of the Minnesota Viking's 2016 NFL season. The Plaza Budget including design fees is \$5.4M. If the Authority and Team are able to lease/or acquire a portion of the Hennepin County Medical Examiner block, the Plaza Budget will increase by \$2M including design fees. The Authority and Team expect to award the West Plaza Design Services contract such that the Project will be completed on or before the opening of the new Stadium.

The SDC Group encourages innovation in the design and management of the work, with the objective that the final product be recognized as a significant asset to the community while meeting the budgetary, schedule, social goal, and other criteria established for the Project including all requirements of the 2012 Minnesota Laws Chapter 299.

The City of Minneapolis has provided a "Stadium Policy Framework" document, Exhibit I to provide information on the City's current planning guidelines. The 2012 Minnesota Laws Chapter 299 may require programmatic and design features that are inconsistent with some of these policies.

B. Scope of Services.

Once the SDC Group has recommended the Designer and the members of the A/E Team, as discussed in more detail in Section C. of this RFP, and the Authority has entered into the Design Services Agreement (with the recommendation of the SDC Group), then the Designer and the A/E Team will be authorized to proceed with Basic Services as set forth in the Design Services Agreement (the "Basic Services"). In general, the scope of the Basic Services to be provided by the A/E Team relative to the Project shall include without limitation the general disciplines outlined below to the extent necessary to provide complete, accurate and fully coordinated design documents and construction administration for the Project:

- Architectural Design
- Construction Administration and on-site representation
- Site Master Planning
- Landscape Architecture
- Civil Engineering
- Structural Engineering
- Electrical Engineering
- Plumbing and Fire Protection Engineering, as needed
- ADA/Accessibility and safety design
- Building Information Modeling (BIM) for all phases of design
- Code compliance
- Specialty Lighting

- Traffic and Pedestrian Engineering
- Wayfinding signage

The following services shall be considered for the RFP proposal to be individual alternates to be added at the direction of the Authority in consultation with the Team:

- Audio, video, and communications design
- Branding and theming, including naming rights and sponsorship signage
- Experiential and environmental graphics

The Authority under separate contracts will engage a provider of CMRS distributed antennae system (DAS) services and a provider of high density WiFi services for the new multipurpose Stadium. The selected Designer will coordinate its work with any work required for such providers' work on the West Plaza Project.

The Authority is in process of entering into an agreement with the Metro Transit for its development of a proposed pedestrian bridge spanning the NW corner of the Stadium site to the NE corner of the DTE block. The selected Designer for this RFP will coordinate its work with Met Transit's work on the DTE block.

The Authority under separate agreement with the City of Minneapolis has acquired the right of way for that portion of 5th Street between Park and Chicago Avenues.

Public art portions of the DTE block are expected to remain "as is" as part of this project.

The Basic Services to be provided by the Designer and A/E Team will be divided into the following phases:

- Master Planning and Concept Design
- Schematic Design,
- Design Development,
- Construction Documents/Bid and Award,
- Construction Administration, including punch list, commissioning and closeout, and
- Post-construction, including record drawings and warranty inspections.
- Equity Commitment(s); WMVBE and monthly reporting as required by the MSFA

The required Basic Services will be described more fully in the Design Services Agreement to be attached as Exhibit C to this RFP. The SDC Group may decide to issue the Project for construction under a number of project delivery methods, including the Design-Build project delivery method. The SDC Group will have the discretion to recommend that the Authority will assign the Designer's agreement to the Design-Builder at such time as established by the SDC Group, and the Designer shall complete the Basic Services in accordance with all requirements

set forth in the Design Services Agreement at no additional cost or increase to the fees set forth in the Agreement.

C. Required Qualifications

Architectural/Engineering firms that respond to this RFP to serve as the Designer must meet all of the following criteria:

- Must be experienced as the primary designer on a project with a construction cost of greater than \$5 million.
- Must be knowledgeable in the design of the new multipurpose Stadium and related development of the Downtown East Neighborhood and Commons Park.
- Must have significant experience or have as a sub-consultant a landscape architect with significant experience in designing exterior facilities that provide and support a myriad of entertainment opportunities for use with the new multipurpose Stadium and facilitate access to the proposed pedestrian bridge.
- Must have the capacity with any sub consultants to produce all of the design documents required as part of Basic Services.
- Must be familiar or familiarize itself with City of Minneapolis, and State of Minnesota building and fire codes, zoning regulations, and local construction practices.
- Firm and its proposed key project employees and sub consultants must have all current licenses, certifications and registrations to perform the work.
- Must identify any sub consultants or designers it proposes be a part of its A/E Team, subject to review by the SDC Group, and final approval of any sub consultants will be determined after selection of the Designer by the SDC Group as described.
- Must be interested and willing to “encourage innovation” during architectural design phases.
- Must have experience in coordinating design with transportation related operations such as Met Transit’s light rail system.
- Must meet and or exceed the targeted business inclusion goals as pertaining to the MMPS Design Services Agreement WBE/MBE Plan
 - 8% Minority Business Enterprise “MBE”
 - 11% Women Business Enterprise “WBE”

The Designer will be responsible for engaging and coordinating an exceptional A/E Team experienced in the design of multipurpose exterior entertainment venues and to provide architectural design and engineering services for the Project. Each firm shall

identify, on a non-exclusive basis, all of the sub consultants recommended by the proposing firm to be members of the A/E Team and whose fees are included in the firm's fee proposal. The SDC Group retains the right of review and approval of any such proposed sub consultants, based upon discussions with the Designer and the Authority's and Team's Owner's Representatives.

D. RFP Timeline

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| Advertisement of Request for Proposals | April 22, 2015 |
| Questions Due | April 27, 2015; 1pm |
| Proposals Due | April 29, 2015; 1 pm |
| Selection of Primary Designer | May 3, 2015 |
| Project Start | May 11, 2015 |
| Project Completion | August 1, 2016 |

E. Proposal Instructions and Format

The following items shall be included in any Proposal submitted in response to this RFP:

1. Firm name, address, and background of office that would have primary responsibility for the work.
2. Provide names and resumes of key personnel who would be directly responsible for the work. Include in resumes only projects related exterior facilities as outlined herein. Provide key contact telephone, fax, and email addresses. Provide organizational chart listing proposed team members by name and responsibility. Indicate other projects team members are assigned to currently for years 2015 to 2016.
3. Provide organizational chart(s) for the entire recommended A/E Team, and similar information as requested in item 2 above with respect to key members of the A/E Team, including specifically the civil, structural, electrical, landscape architect and other major disciplines that are proposed to be included as part of the A/E team.
4. Provide a complete list of your firm's similar projects that were constructed during that last 5 years or currently are under construction. Include:
 - Project name
 - Project location
 - Contracting or ownership entity
 - Project description listing dates of construction, project gross square footage, construction cost, total design fee (including sub-consultants), and project delivery system. Proposers shall be specific about which projects have been worked on by current employees while employed by your firm vs. those that were worked on while employees of another employer. List key principal of

proposer who was responsible for the project. Also list key design sub consultants used on the project as well as those responsibilities provided directly by the Designer.

- Key contact or reference from Project Owner including name, title, and telephone number.
 - WMBE sub consultants used on previous projects and to what percent they performed.
5. Provide a Preliminary Design Package for the West Plaza, based on the Preliminary Program attached hereto as Exhibit A and the Preliminary Site Plan attached hereto as Exhibit B. The Preliminary Design Package should include the following drawings:
- Basic site plan showing DTE block, that portion of 5th Street between Park & Chicago Avenues and Northern portion of Medical Examiner block indicating pedestrian flows, and concepts for developing the West Plaza and integrating it with the Western side of the new Stadium Site plaza.
 - Preliminary elevations showing materials and general feel for West Plaza.

The purpose of this section of the submittal is for your firm to demonstrate creativity and understanding of the Project, as this RFP is not intended to be a design competition.

6. Describe your firm's experience with prior fast track projects and/or public/private development based projects and their delivery systems. Discuss your view as to appropriate way(s) to proceed with this project.
7. List all applicable professional liability policies with their respective types of coverage and corresponding policy limits.
8. Include the last two fiscal years of the firm's financial statements plus current year to date and other documentation demonstrating the overall financial strength of respondent.
9. Provide a narrative describing approach and methodology for implementing project controls relating to budget and schedule compliance. Supplement this narrative with successful examples of your firm's experience in successfully designing and administering construction of stadiums and comparable facilities that were constructed within the established budget and fulfilled the defined project program.
10. Provide the total dollar amount of full service design fees billed by your firm and all offices for the calendar year 2014.
11. Provide estimated workload and fees for currently contracted work for the years 2015 to 2016.
12. Describe ownership of your firm and list its principal shareholders.

13. Describe your firm and how it is organized, its overall size in numbers of employees, the number of offices, and the size of the firms' practice in terms of numbers of employees. Describe your firms hiring practices and hiring history in terms of women and minorities.
14. Describe the philosophical ideas or themes that serve as the central organizing elements of your firms' design practice.
15. Describe your firm's capabilities and experiences in use of technologies such as Building Information Modeling or others you deem important to the design and construction process.
16. Describe your firms' practices and processes in minimizing and dealing with disputes.
17. Proposed fees and structure. See attached Outline of Compensation for Design Services; **Exhibit F**.
18. Submit response to Minnesota Department of Human Rights form (attached **Exhibit H**)
19. Submit **Exhibit G** – Non Collusion Statement
20. Detail any arbitration or litigation results or in process since year 2010, and detail any current claim for which arbitration or litigation has not been commenced, including any matter tendered to the firm's insurance carrier(s).
21. Provide a clear description on a separate document any exceptions taken to terms or conditions on anything noted herein or attached.
22. Provide comments to the draft Design Services Agreement (Exhibit C) in a "blackline format." The successful firm will be required to enter into an Agreement immediately and substantially in the form of the draft Agreement, so any exceptions to the terms and conditions that are not included in your proposal will not be open for discussion at a later date.
23. Provide detailed Design Schedule.

Your response may also contain any narrative, charts, tables, diagrams, or other materials in addition to those called herein, to the extent such additions are useful for clarity or completeness of the response. Attachments should clearly indicate on each the page the paragraph in the RFP to which they pertain. The Authority will not be liable for any errors in your proposal. No modifications to your proposal will be accepted except during negotiations initiated by the SDC Group.

This request for proposals and potential inclusion into the interview process shall in no way be deemed to create a binding contract or agreement between the respondent and Authority. Upon recommendation of the SDC Group, the Authority and successful respondent will enter into an agreement which is substantially in the form of Exhibit C (to be issued by Addendum). In the event that the SDC Group and successful respondent are unable to reach agreement upon a contract, the SDC Group reserves the right to immediately enter into negotiation, and the Authority reserves the right to enter into an agreement, with another respondent.

The SDC Group will also issue by Addendum a complete description of the scope of services ("**Exhibit D**; Architecture/Engineering Scope of Services").

Each respondent submitting an Design Services Proposal in response to this RFP acknowledges and agrees that the preparation of all materials for submittal to the Authority and Team and all presentation, related costs, and travel expenses are that respondents' sole expense and the Authority and Team shall not, under any circumstances, be responsible for any cost or expense by the respondent. The Authority and Team shall be allowed to keep any and all materials supplied by the respondents in regards to this request for proposal. Each respondent agrees to hold the Authority and Team harmless against any expenses, damages, and claims arising from or connected with your proposal, including patent, trademark, copyright, or other intellectual property infringement or misappropriation.

Any media request of the respondents shall be concurrently directed to both the CEO/Executive Director of the Authority and the Team Project Executive during the receipt, analysis, selection and subsequent contract negotiation until said contract is signed and delivered by the Authority.

The Authority and Team reserve the right to accept or reject any or all proposals, to alter the selection process in any way, to postpone the selection process for either party's own convenience at any time, and to waive any defects in proposals submitted. The Authority and Team reserve the right to issue addenda to this RFP at any time due to the need for clarification, change in schedule, or other reasons the parties so decide. The Authority and Team also reserves the right to accept or reject any individual sub-consultants that the successful respondent proposes to use.

Your proposal constitutes an offer that remains open and irrevocable for a period of not less than 180 days unless your proposal states otherwise. Proposals after the award are public documents.

F. Not used.

G. Proposal Deadline

Proposals are due by, April 29, 2015 at 1pm. One electronic copy and 4 bound copies of each document should be addressed to:

West Plaza Design Services Proposal

Steven C. Maki, PE

Minnesota Sports Facilities Authority

511 11th Ave. South, Suite 401

Minneapolis, MN 55415

One electronic copy and 4 bound copies should also be sent and addressed to:

West Plaza Design Services Proposal

Don Becker, Project Executive
Garden Homes Development
13-15 West 54th Street – First Floor
New York, NY 10019
Fax: 212.586.5868

With an additional electronic copy and 4 additional bound copies sent and addressed to:

West Plaza Design Services Proposal

Don Becker, Project Executive
Minnesota Vikings Football, LLC
Minnesota Vikings - Winter Park
9520 Viking Drive
Eden Prairie, MN 55344

H. Selection Criteria

The SDC Group will review the Proposals submitted. The SDC group may interview selected Proposers. The SDC Group will recommend the successful respondent and the Authority will award a contract following this recommendation.

The SDC Group expects to use a combination of criteria in its evaluation process, including, without limitation, knowledge of the multipurpose stadium project and related area, overall qualifications, relevant experience with comparable projects, references, proposed fee structure and such others as the SDC Group may use in its sole discretion.

I. Minnesota Government Data Practices

All responses are subject to the Minnesota Government Data Practices Act, Minn. Statutes, Chapter 13. Respondents shall note with their submittal any proprietary information or other private data in their submittal. Amended submittals will be available for public review on following Contract Award.

J. Questions or Inquiries

All questions must be submitted in writing no later than 1:00 pm April 27, 2015 to:

Steven C. Maki, PE
Sr. Stadium Director

511 11th Ave. South; Suite 401
Minneapolis, MN 55415
Fax: 612.332.8334
Email: steve.maki@msfa.com

With copies 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

K. List of Exhibits

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| Exhibit A | Preliminary Program |
| Exhibit B | Preliminary Site Plan |
| Exhibit C | Design Services Agreement (to be issued by Addendum) |
| Exhibit D | Architecture / Engineering Scope of Services (to be issued by Addendum) |
| Exhibit E | MMPS Design Services Agreement WMBE Plan |
| Exhibit F | Outline of Compensation for Architecture / Engineering Services |
| Exhibit G | Non Collusion Statement |
| Exhibit H | Minnesota Department of Human Rights form |
| Exhibit I | City of Minneapolis Stadium Policy Document |