

Official Notice MPL-14-015



Request for Proposal:

The City of Milwaukee acting through the Board of Trustees of the Milwaukee Public Library (Board) seeks proposals from qualified firms for the development of two new Milwaukee Public Library facilities replacing the Forest Home and Mill Road libraries.

November 2014

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**Attachments: Exhibit A Library Shell Construction and Delineation of Library shell and Library interior build-out responsibilities.**

**Addendum: Description of Forest Home and Mill Road Libraries with maps**

**Special Note:**

**Unauthorized contact regarding this RFP with any City policy staff, elected officials, Advisory Panelists, Library Board of Trustees, Library Staff or Department of City Development representatives may result in disqualification.**

**The City and/or the Library Board reserves the right to reject any and all proposals for any reason at its sole discretion, to negotiate the terms and conditions of the eventual contract with the developer awarded the purchase and development rights, and to impose additional use restrictions, if necessary.**

**The contents of this packet are for informational purposes only and the representations made herein, though thought to be accurate, are without warranty. Development teams should rely exclusively on their own investigations and analyses.**

## **Purpose**

In 2010, MPL adopted a Facilities Plan “Rethinking Libraries for the 21<sup>st</sup> Century” which outlined three development strategies to guide redevelopment of our branch library system. Aligned with this plan, MPL recommended to the City of Milwaukee a preferred development program for the replacement of the Forest Home, Mill Road, Martin Luther King, and Capitol libraries over the next six years. Forest Home and Mill Road will be replaced in the first cycle.

The new libraries will be part of mixed-use buildings and MPL is seeking real-estate development partners for these facilities. Through this RFP, MPL is seeking submissions from entities with development plans that may be compatible with a library project.

The proposed new libraries should be catalytic community economic development projects in the neighborhoods and/or business districts where they might be located and have a signature design and use of materials that elevates the library as an important “third place” in the community.\*

## **A brief summary of the library’s development strategy**

Many of the facilities within the 12-branch MPL system were built more than 40 years ago and are in need of replacement due to a variety of factors. To continue to improve service and save ongoing operating costs MPL set out on a decade-long capital improvement program for its branch libraries beginning with the Villard Avenue Library in 2008. The Villard Avenue Library was replaced across the street from its original location as the Villard Square Branch, part of a mixed-use housing development funded in part by federal tax credits. Based on the success of the mixed-use model at Villard, MPL made plans to redevelop the East Library in 2011. The old East Library was torn down and will reopen as part of a new mixed-use development on November 22, 2014.

The City of Milwaukee is providing \$18 million from the capital budget to fund replacement of four library branches in the system beginning in 2014. The budget dedicates approximately \$4.5 million to develop each new library within four mixed-use projects. The library’s branch building program will be completed by 2020.

During its strategic planning process in 2013, MPL identified core organizational values that state libraries (are) “anchoring healthy and vibrant neighborhoods...successful business districts” and are “contributing to a strong Milwaukee...strong economy and job market.” In other words, MPL recognizes that the branch libraries play a vital role in the community and economic development in the neighborhoods where they are located.

## **Project Requirements**

### **Criteria**

#### **Mixed-use project/economic development**

MPL is looking for catalytic mixed-use projects that add economic vitality to a neighborhood and business district. The project should utilize creative placemaking methods and architecture to engage library patrons, neighbors, and pedestrians alike.

Based on the capital funding available, the new library branch must be part of a mixed-use development in either a new construction project or within an existing building adapted for re-use.

The non-library component(s) must be housing, retail, office, or another commercial use as long as the use is appropriate for co-location with a public library. The second use in the development should strive to add to the tax base of the city.

### **Design**

The project should have a signature design and use materials that elevate the library as an important “third place” in the community. The interior library design will have a separate RFP.

### **Location**

MPL branches are strategically located throughout the city to maximize library service and support lifelong learning. If the proposal suggests relocating the library explain:

- How the new site increases visibility and expands access to the library?
- How the new location continues to serve areas with high concentrations of children and families?
- How many schools are within 1 mile of the proposed location?
- How does the proposed location relate to other libraries in the branch system?

If the proposal is for redevelopment at the existing library branch location, the Developer shall be responsible for costs associated with a temporary library location during construction.

#### **Forest Home**

The project proposed for a new Forest Home library should be located no more than one mile from the existing library site at 1432 W. Forest Home Avenue. The location must be in a walkable area that is close to schools.

#### **Mill Road**

Locations proposed for the Mill Road library should be no more than 1.25 Miles from the current site at 6431 N. 76<sup>th</sup> Street.

For more information about the current Mill Road and Forest Home locations please refer to the previous RFI on the MPL website.

If your proposal suggests developing a parcel that is not city-owned please include evidence that your team has the support of the owner of that property.

## **Scope**

### **DEVELOPER RESPONSIBILITIES/EXPENSES: see attached Exhibit A document for additional detailed developer responsibilities**

- Demolish the existing building, if necessary
- Relocate existing utilities, if necessary
- Develop the project in accordance with approved design plans and any applicable City policies
- Convey the Library condominium including Library parking to the City/Library Board per the specifications in Exhibit A

### **LIBRARY COMPONENT – BUILDING REQUIREMENTS**

- Approximately 15,000 SF - 17,000 SF plus space for HVAC/mechanicals
- Located on a major street accessible by public transit route(s)
- Ground floor location only
- One public entrance close to parking (and/or main thoroughfare)
- Highly visible from street with tempered laminate glass curtain wall/storefront to maximize daylight
- Ceiling height of 18.6-feet clear space minimum with a 20-foot height preferred
- 30-foot on-center column spacing preferred or evidence of suitability for book stacks
- 150-pound/SF floor-bearing capacity
- Waterproofing between upper unit and library unit
- Loading area for daily truck delivery

### **UTILITIES**

- Separate HVAC, water, and electrical service between library and non-library components
- Use of “Best Practices” for sustainable construction (solar energy where possible, etc.)

### **PARKING**

- Minimum of three library parking spaces per thousand square foot of library space for Forest Home replacement and four per square foot at Mill Road replacement.
- Easily accessible & visible to patrons

## **CONDOMINIUM CONVEYANCE TERMS & FUTURE OWNERSHIP**

A multi-unit condominium will be created after construction. The library unit will be conveyed to the City under an agreed upon price. The others uses will constitute a single unit. The East Library condominium document will serve as the model condominium declaration for this project. The document will be posted on our website for review.

## **HUMAN RESOURCE REQUIREMENTS**

- Participation in the City's Small Business Enterprise (SBE) program is required for the project, per MCO Ch. 370. The City's goal is 25% of the budgeted cost of construction supplies and services, and 18% of the budgeted cost of professional services. An SBE agreement with the City is required.
- For the library component, prevailing wages shall be paid (per Wis. Stat. § 66.0903) and City of Milwaukee residents shall be hired as outlined in MCO § 309-41. The developer is encouraged to apply these targets to the full project.

## **BUYER POLICIES**

- If the project transaction involves the purchase and sale of City-owned property, the developer is advised of the City's general buyer policies as outlined in MCO § 304-49-8.
- Conveyance, if any, will be subject to a deed restriction prohibiting application to the City for tax exemption.

## **RFP Submittal Requirements**

Entities submitting a proposed project in response to this RFP should submit a proposal containing the following information:

1. Entity: Name and general description of the entity submitting the proposal.
2. Contact Information: Name, street address, phone number, website, and e-mail address of the entity's primary contact.
3. Project Description: Proposed project summary, including preliminary cost estimates, construction schedule, financing strategy and schedule.
4. Conceptual architectural plans, preliminary site plan, conceptual elevations that identify building materials
5. Estimate of "white box" construction cost for library space.
6. Public Interest: A brief description of how the project is in the public interest, including, but not limited to, advancing community economic development in the area (creating a sense of place and improving access to library services).
7. Prior Experience: A brief description of the entity's prior experience related to developing, designing, constructing or facilitating construction of mixed-used property, including working within a public-private partnership.

8. Financial Capability: Verifiable information demonstrating that the entity is in sound financial condition and has the ability to secure the necessary financing to meet the project's requirements now and in the future.
9. A list of all project partners, with evidence of partnership participating in the proposed project.
10. Potential funding sources, such as federal New Markets Tax Credits or Low-Income Housing Tax Credits, grants, etc.
11. If your team participated in the RFI process, please submit information regarding any updates or changes to your RFI proposal in a cover letter of the RFP response.

**RFP submittals due on or before: 5:00 PM November 18, 2014 via electronic submission.**

Please provide 10 paper copies of the submittals by 1:00 PM on November 20th.

**Failure to meet the *electronic* submission date of November 18 will disqualify your submission.**

**Review, selection process and schedule of important dates:**

**November 18, 2014, RFP submissions due via electronic submission**

MPL staff may seek clarification through interviews or questions to the submitters. RFI concepts will be posted online and at the two branch libraries for public comment beginning in November; RFP responses will also be made available and comments solicited.

**Public Meeting Schedules:**

**Developer teams to present proposals to the community and committee:**

**December 2<sup>nd</sup>: 5:30 PM MPL Building & Development Committee: Forest Home Library**  
Committee recommends a project to award the Forest Home RFP at the close of the meeting

**December 9<sup>th</sup>: 5:30 PM MPL Building & Development Committee: Mill Road Library**  
Committee recommends a project to award the Mill Road RFP at the close of the meeting

December 16<sup>th</sup> (tentative): (Time TBA) MPL Board of Trustees: Full board votes on RFP award recommendations from committee

After Board selection, a Development Agreement will be negotiated with firm timelines and deliverables with the developer. The proposal will then be submitted to the Common Council for formal acceptance.

Fall of 2015: target date for construction to begin.

Direct all RFP Questions to:

Sam McGovern-Rowen - Project Manager – Library Construction  
Central Library - 814 W. Wisconsin Ave  
Milwaukee, WI 53233  
Desk: (414) 286-5462 [sjmcgov@milwaukee.gov](mailto:sjmcgov@milwaukee.gov)

**No questions may be submitted after November 11<sup>th</sup>.**

**All Questions and Answers will be posted on MPL's RFP webpage.**

\*A third place is a “home away from home.” In community building, it is the social surroundings separate from the home (first place) and work (second place).