

REQUEST FOR PROPOSALS

Renovation Of the Greensboro War Memorial Stadium

Submission Deadline:  
November 17th, 2004  
Attn : Butch Shumate / Manager / Facilities Management Division  
City of Greensboro  
Post Office Box 3136  
(Delivery 300 W. Washington St. (27401)  
Greensboro, North Carolina 27402-3136)

The City of Greensboro's Department of Engineering and Inspections is requesting proposals from Design Professionals for the programming and concept design for the renovation and enhancement of the Greensboro War Memorial Stadium. The selected proposal will involve the execution of a contract between the City of Greensboro and the selected Design Professional.

**Project Description:**  
The project will include the review of the present War Memorial Stadium and associated site with regard to providing seating options, food service and improved customer amenities as well as developing concepts for site and structural modifications which are appropriate to the historical and architectural heritage of the facility and the future uses of the facility as a premier amateur sports venue. The City has completed comprehensive structural reviews of the facility and the information and recommendations from those reviews will be available to the selected design team. In addition, the selected design team will need to coordinate the design concepts with the Summit Avenue corridor study. It is critical that the final design recommendations be respectful of the stadium role in the community of Aycock neighborhood as well as the needs of amateur sports throughout the greater Greensboro community.

The goal of this initial contract will be to develop the programming concepts and the initial schematic design to test the fiscal feasibility and the functional feasibility of these concepts. Due to the heavy programming of this facility, it will also be important to develop an initial construction sequence so that the Parks and Recreation management may develop options for how to integrate the proposed construction with the scheduled events and, when necessary, schedule for the closure of the facility.

**Scope of Service:**  
In general, the selected firm's responsibility in each phase will include, but may not be limited to the following:

1. Programming and Schematic Design
2. The City will use a modified form of AIA B141 ('97) for the contract with the Design Professional.

**Proposal Requirements:**  
All proposals must be received by the City no later than 3:00 p.m. on the date listed above. Five original copies shall be addressed to:

(Name) Butch Shumate  
(Title) Division Manager / Facilities Management Division  
City of Greensboro  
(Mailing) Post Office Box 3136  
Greensboro, NC 27402-3136  
Delivery: (Address)  
E-mail: (email address)  
butch.shumate@greensboro-nc.gov

Proposals will be accepted from Design Professionals located only in: Guilford, Rockingham, Alamance, Forsyth, Stokes, Randolph, and Davie counties. Consultants to the firm proposing may be located anywhere.

The envelope containing the proposals shall be clearly marked "Proposal for War Memorial Stadium". Submittals must include the following information in the order listed:

1. Name, address, phone number, fax number, and E-mail address of the primary firm and any consultants.
2. Name and resumes of the proposed Design Team and the number of years in practice. Do not exceed one page per team number.
3. A brief history of the firm. Do not exceed one page.
4. The following must be included in accordance with the requirements listed for opportunities for Minority and Women's Business Enterprise (M/WBE).
  - a. Appendix G, Statement of Consultant Opportunities Offered.
  - b. Appendix C, Minority and Women Business Utilization Commitment, or Appendix F, Statement of Intent to Perform work without Subcontractors (consultants).

Failure to include the above may result in the proposal being considered.

The selected Design Professional who proposes consultants will be expected to document good faith efforts made to offer consultant opportunities to M/WBE firms during the process of organizing the proposed team or document the reasons for lack of inclusion.

5. A list of similar projects with complete references including name, address and telephone numbers. Specific expertise is desired in the renovation of Professional and amateur baseball stadiums. Brief information on each project may be included. Similar projects done by a team member previous to their present firm may be included.
6. A list of work for other state or municipal projects within the previous five years. Do not exceed a total of three pages.
7. Acknowledgement that the proposed design team must remain in tact for the duration of the project except in cases of health or leaving the firm.
8. A proposed schedule of work. This does not have to be set by specific dates, but by tasks and duration of task. Bar

charts are acceptable if they include the tasks' name and proposed duration in working days.

**Selection Process:**

The selection process will be completed by a committee including representatives from Parks & Recreation, Engineering and Inspections and representatives of the local community. Each Design Professional proposal that satisfies the prescribed requirements will have their submittal evaluated. Evaluations will include assessing the experience of the firm, contacting the firm's references, and the Good Faith Effort to involve M/WBE. Selected firms may be requested, in writing, to be interviewed by the selection committee.

Notices will be sent to firms that were not selected for this project.

Subsequent to the award of the contract, the selected firm and the City of Greensboro will negotiate a lump sum fee, including a reimbursable allowance, for the project.

If there are specific questions regarding this request for proposals, please contact:

(Name) Butch Shumate  
(Title) Division Manager  
@ Phone (Number) 336-412-5794  
E-mail: (email address)  
butch.shumate@greensboro-nc.gov