

**REQUEST FOR PROPOSALS/QUALIFICATIONS**  
**POLICE DEPARTMENT HEADQUARTERS PROJECT**  
**CITY OF BEECH GROVE, INDIANA**

**I. PROJECT INTRODUCTION:**

In accordance with IC 5-23-5, the City of Beech Grove, Indiana (the “City”), invites any and all qualified parties to submit Proposals and Statements of Qualifications to design, obtain financing, construct, and/or transfer a new police department headquarters building (the “Project”) in the City under a public-private partnership. The purpose and intent of the Project is to fulfill critical public safety and operational needs for the community.

**II. PROJECT SCOPE:**

The selected proposer will provide all financing services, development services, design services, site work, labor and material to construct the Project. The Project site has not been determined at this time, and, accordingly, the selected proposer will also need to provide site analysis and potential land acquisition assistance. The construction scope of the Project is not yet determined. The final Project scope will be determined through a scoping period with the selected proposer, during which the selected proposer will be required to provide financing terms, analysis to create a final scope, site analysis, and a guaranteed budget. The scoping period will likely be a very intense exercise with the goal of achieving a construction groundbreaking in Summer, 2021. Upon receiving satisfactory scoping period deliverables from the selected offeror, the City’s Common Council will move forward with the Project and selected offeror via resolution at a public hearing. If the selected offeror is unable to produce satisfactory deliverables including desirable financing terms and budget, the City’s Common Council will begin a new scoping period with another offeror or cancel this RFPQ process altogether.

**III. PROPOSAL EVALUATION:**

The City has formed a committee to review the proposals received. The criteria which will be utilized in evaluating proposals are as follows:

- Your experience developing similar public projects
- Your demonstrated ability and capacity to perform the work, including your reputation as indicated by your references for performing this type of work
- Your approach to develop the project
- Your proposed financing solution to meet all requirements of IC 5-23
- Your proposed fees during the scoping period

**IV. PROPOSALS**

Please respond to the following requests:

- A description of the project team to include Crossroad Engineers, (city engineer), for Site/Civil engineering. Contact Trent Newport at (317)780-1555 x114, [newport@crossroadengineers.com](mailto:newport@crossroadengineers.com) for more information.
- Identify at least three (3) similar projects you have financed and developed. Include names and telephone numbers to be used as references relative to the listed projects.
- A proposed schedule for the Project, including proposed dates to close on financing, to start and complete construction, and to convey the improvements to the City. Please note that the

final Project schedule will be determined during the scoping period. However, the City would like to receive a preliminary schedule with your response for planning purposes.

- A proposed approach to the Project, including financing strategy.
- The scoping process may have a somewhat long duration in which time the selected proposer would need to prepare financing terms, construction/scope analysis, and a guaranteed budget sufficient for the City to make a decision on proceeding (or not) with the Project and/or with the selected proposer. Please identify fees that may be requested by your team during this process. You may offer hourly rates, an overall lump sum, or multiple lump sums segregated by task.

## V. General Conditions

It should be understood that:

- The City reserves the right to reject any and all Proposals/Statements of Qualifications at its sole discretion.
- The City does not require you to submit a certified check or other evidence of financial responsibility with your proposal.
- Although the scoping period fee will be a major factor in the selection process, the proposer's qualifications and demonstrated capacity to provide the necessary scoping period deliverables and ultimately develop the project will be the most heavily weighted selection criteria.
- All proposers will be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals. The City may enter into discussions with proposers to clarify and assure a full understanding of proposals.
- The City may refuse to disclose the contents of the Proposals/ Statement of Qualifications during discussions with eligible proposers.
- This Project will be procured and financed in partnership with the selected proposer under IC § 5-23, and therefore the Project will not utilize "public funds" as defined in IC § 5-22-2-23. Per both statutes, the selected proposer will not be subject to further procurement processes under IC § 36-1-12 or any other statute. However, the selected proposer will be required to provide a performance bond for 50% of the construction costs per both IC § 5-23 and IC § 36-1-12.
- Proposing firms shall not contact City Common Council members or other public officials during the RFPQ process other than the RFPQ Committee's representative (the "Representative") listed below, unless authorized or directed to do so by the Representative. All correspondence and questions for this RFPQ should be directed to the Representative as follows:

Chief Michael Maurice, (317)782-4934, michael.maurice@beechgrove.com

- The City reserves the right to enter into a Scoping Agreement with a proposer for preliminary design and development services prior to the City agreeing to move forward with the Project. After the Scoping period, the RFPQ Committee shall either make a recommendation to award the public-private agreement to a proposer, engage another proposer, or shall terminate the request for proposal process.
- Submittal: An electronic PDF of the Proposal/Statement of Qualifications should be emailed to:

michael.maurice@beechgrove.com

**Proposals must be received by 12:00 noon local time on March 9, 2021.**