



Fair Park, A National Historic Landmark

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# **FAIR PARK**

## **COTTON BOWL REHABILITATIONS, RENOVATIONS & ADDITIONS ARCHITECT/ENGINEER (A/E) REQUEST FOR QUALIFICATIONS**

**#10-052023**

Release date: May 5, 2023

Response due: May 12, 2023, 2pm Central

## **FAIR PARK**

Fair Park is a 277-acre park that was originally designed to accommodate the State Fair of Texas in the 1880's. It was the host of the 1936 Texas Centennial Exhibition and is home to the Cotton Bowl Stadium, which was built in 1930. It is two miles east of downtown Dallas, served by two DART stations, and is surrounded primarily by residential neighborhoods with a secondary mix of commercial and industrial properties.

After the 1936 Exposition closed, Fair Park attracted many of the leading Dallas cultural institutions such as the Texas Discovery Gardens designed by Joel Lambert Jr. who organized the first City-wide Garden Shows. The Beaux Arts public spaces and broad swaths of pavement of the Fair Park exhibition grounds are well suited to festivals, parades, and outdoor events. Fair Park remains the most important festival and outdoor events venue in Dallas.

Fair Park attracts more than five million visitors a year, significantly more than any other Dallas Park. The signature event, the State Fair of Texas, is an important tenant that provides the Park and city a strong identity with iconic features like Big Tex and the AT&T Red River Showdown each fall.

In addition to the State Fair of Texas, Fair Park is home to many diverse resident institutions such as Dallas Summer Musicals, hosting Broadway traveling shows, the African American Museum, Texas Discovery Gardens, Dallas Children's Aquarium, the Hall of State - the home to the Dallas Historical Society, and the iconic Cotton Bowl.

## **FAIR PARK NATIONAL HISTORIC LANDMARK**

The features that have earned Fair Park a National Historic Landmark status were constructed for the 1936 Texas Centennial Exposition that celebrated the Spirit of Texas, its products and cultural achievements. George Dahl designed the Beaux Arts inspired symbolic buildings and Fair Park is home to the largest collection of Art Deco exhibition architecture and art in the United States. The major outdoor spaces and Beaux Arts landscapes were designed by George Kessler. Each of these designers went on to design prominent civic places throughout Texas and the nation.

## **CLIENT**

On October 24, 2018, the Dallas City Council, after receiving a recommendation from the Dallas Park and Recreation Board, voted to approve a 20-year management agreement with Fair Park First (FPF), a 501c3 non-profit organization. Management of Fair Park by a non-profit organization was recommended by the 2003 Fair Park Comprehensive Development Plan and the 2014 Fair Park Mayor's Task Force. Fair Park First is tasked with the private management of Fair Park and has partnered with OVG for daily operations of park activities, vendors, and resident institutions. Fair Park First/OVG began daily operations on January 1, 2019. On January 11, 2023, FPF selected AECOM to serve as the Program Manager for all capital improvement projects occurring at Fair Park.

Fair Park First has adopted the following four Key Pillars as the basis for the restoration, revitalization and renewal of Fair Park:

- **Activation** - involves bringing more visitors to the park on a daily and weekly basis for community programming, recreation, and events.
- **History** - respects and protects Fair Park's National Historic Landmark status, preserving the largest collection of Art Deco architecture on one campus, while also being home to historically significant venues and events.
- **Community** - establishes a deeper connection to the local neighborhood residents in significant, thoughtful, and sustainable ways, creating a mutually beneficial relationship for all.
- **Culture** - enhances the current resident institutions, the collection of visual and tactile art, in addition to creating a new destination for residents near and far.

## **COTTON BOWL PROJECT NARRATIVE**

We are seeking an engaged, creative, and motivated team of design professionals to embark on the rehabilitation, renovation and improvements to the existing Cotton Bowl stadium. Its' central location within Fair Park and historical nature makes it a key component of both the revitalization and preservation of the park.

The stadium was constructed in 1930 and has been expanded and upgraded multiple times in the 90+ years since it originally opened. However, many of the existing components of the stadium (MEP, restrooms, concessions, vertical transportation) need to be addressed or new areas containing these items added to the existing stadium. Other additional items, such as sky boxes, loges, additional mezzanine and press box areas are being studied and may also be incorporated into the stadium.

You are invited to assemble a team whose proposal will be evaluated and considered to implement this project. Following the guidelines below, demonstrate to us how you and your team are the best choice for this effort. Your response needs to convey your team's talent, enthusiasm, experience and understanding of the issues and the challenges that lay ahead. Through the assembly of this response, demonstrate organization and the ability to communicate the needed information that will tell a compelling story of how you and your team rise to the occasion and exceed expectations when presented with such a challenge and opportunity.

## **PROJECT GOALS**

- On-time, on-budget delivery of design services for the 1<sup>st</sup> phase of the renovation of the Cotton Bowl
- Capacity building for partner firms, subcontractors, and vendors
- Utilization of workforce and business from communities surrounding Fair Park
- Understanding of unique history of Fair Park and desire to be part of new approach engaging community to be part of solution and future opportunities at Fair Park
- Collaborative member of Cotton Bowl project delivery team
- Comprehensive, creative, pragmatic, and executable plan for Diversity, Equity and Inclusion as relates to staff composition, subcontractors, vendors, and all business interactions
- Support the utilization of Historic Tax Credits for the rehabilitation of the Cotton Bowl project
- Receptive and inclusive embrace of feedback/input from client, program manager, contractor and various other stakeholders as appropriate

- Flexibility to work with various City of Dallas agencies and committees with interests in Fair Park
  - Knowledge and ability to assist with the permitting and historical preservation and rehabilitation process with various agencies having jurisdiction

## **DIVERSITY, EQUITY, INCLUSION AND M/WBE PARTICIPATION**

Fair Park has a complex history and holds differing perspectives in the hearts of South Dallas and the DFW Metroplex. Therefore, Fair Park First is seeking firms that will authentically pursue real economic participation with its partner firms; be they joint-venture, significant sub or other strategic partnerships. We are seeking capacity building strategies that provide a framework for present and future growth of these associated firms so that their capacity is sustainable and measurable. In that vein, we also request unique solutions for patronage of businesses in the immediately surrounding areas that may provide goods and services like your existing suppliers. As one of our Four Pillar's, Community, Fair Park First encourages patronage of local businesses as suppliers, meal providers, professional and other services.

## **M/WBE PARTICIPATION GOALS**

FPF strives to meet the City of Dallas Business Inclusion and Development Plan and increase the MWBE participation to the greatest extent feasible on the construction and professional services contracts.

- The M/WBE participation goal for this project is 25.66%.
- All proposal packages must include the signed BID affidavit confirming the proposer's intent comply with the City's BID Plan, and/or a copy of your firm's MWBE Certification.
- All forms are to be submitted with your proposal to the address indicated in this RFQ. To learn about the City of Dallas Business Inclusion and Development Program, please visit [http://www3.dallascityhall.com/business\\_development/BID/BID\\_Instructions250k.pdf](http://www3.dallascityhall.com/business_development/BID/BID_Instructions250k.pdf)
- Include M/WBE Certificates for certified firms that are part of your team that have certifications

## **GENERAL INFORMATION**

Fair Park First, is accepting qualifications for an Architect/Engineer (A/E) team to provide design services for the rehabilitation and renovation of the Cotton Bowl stadium. FPF will be using a one-step process to select a design entity for this project. Submission of a firm's qualifications will be the only step in the process. After evaluation and scoring of all firms submitting their qualifications, the highest scoring firm will be invited to enter negotiations with Fair Park First. Sealed qualification packets from A/E's consisting of (4) hard copies and one (1) PDF file format thumb drive should be addressed and delivered to:

**Fair Park First c/o AECOM**  
**Attn: Melissa Perette**  
[melissa.perette@aecom.com](mailto:melissa.perette@aecom.com)  
**3535 Grand Avenue, 2<sup>nd</sup> Floor**  
**Dallas, TX 75210**  
**until 2 p.m. CST on May 12, 2023**

An electronic submission of your SOQ is also required (see Attachment A at the end of this RFQ). Do not contact any Fair Park First Board Members, staff or any OVG or AECOM employees other than those listed in this RFQ. Contact with any of these prohibited individuals after issuance of the RFQ and before selection is made, will result in disqualification of your Statement of Qualifications.

Late submittals will not be accepted. Late submittals will be returned unopened if received after due date and time. All packages shall be marked with:

**Team's name  
Fair Park  
Cotton Bowl Renovations  
RFQ #10-052023**

Firms intending on serving as sub-consultants or subcontractors should not submit qualifications in response to this request.

### **A/E RFQ NOTES & OVERVIEW**

The services provided by the selected A/E team will include, without limitation, assistance to FPF, OVG, AECOM, project CMAR and the project team during the process of preconstruction, construction, post-construction and the warranty period.

FPF reserves the right to reject any and all qualifications and re-solicit for new qualifications, or to reject any and all statements of qualifications and temporarily or permanently abandon the project. FPF makes no representations, written or oral, that it will enter into any form of agreement with any respondent to this RFQ for any project and no such representation is intended or should be construed by the issuance of this RFQ. By submitting qualifications in response to this RFQ, the respondent accepts the evaluation process and acknowledges and accepts that determination of the "most qualified" firm will require subjective judgments by FPF. Respondents acknowledge and accept that any costs incurred from the respondent's participation in this RFQ process shall be at the sole risk and responsibility of the respondent. Respondents submit qualifications and proposals at their own risk and expense.

### **PROJECT SCHEDULE**

|                                   |                             |
|-----------------------------------|-----------------------------|
| ▪ RFQ posted to FPF website       | May 5, 2023                 |
| ▪ RFQ response due date           | May 12, 2023                |
| ▪ A/E contract FPF Board Approval | May 18, 2023                |
| ▪ Design Services Start           | May 19, 2023                |
| ▪ Pre-Construction Services Start | June 23, 2023               |
| ▪ Construction Services Start     | November 7, 2023            |
| ▪ Construction Duration           | Nov. 7, 2023-Sept. 16, 2025 |

**The stadium will be unavailable for on-site construction work from September 15 to November 1 each year due to activities related to the State Fair of Texas.**

### **GENERAL PROJECT INFORMATION**

A detailed facility condition assessment (FCA) of the stadium has been performed and a list of proposed improvements has been compiled. A copy of the FCA will be made available to the selected A/E firm. The current construction budget for this project is one hundred fifty million dollars (\$150M).

## **SCOPE OF WORK**

**Programming and Design Services:** The A/E will work with the CMAR, FPF, OVG and AECOM during the programming phase of the project to ensure the feasibility and constructability of the planned improvements. The A/E will lead the programming of building functions and planned occupancy and usage.

During the design phases of the project, the selected A/E firm is expected to provide architectural, mechanical, electrical, plumbing, structural, historic preservation, civil, telecommunication and information technology services as required throughout all design phases of the project, as described in AIA Document B103. A/E will be required to provide detailed cost estimates at the completion of the SD, DD and 50% CD design phases and reconcile their estimates with those prepared by the CMAR and other key stakeholders. The selected A/E firm will also work with the project team to ensure that the cost of construction for the project is within the estimated construction budget by selecting construction systems and materials that can be used to complete the desired facility but still maintain the project construction budget and meet historic preservation standards. Should any of the CMAR's cost estimates exceed the established construction budget during the pre-construction phase of the project, the A/E will participate in value engineering exercises to bring the estimated cost of the project within the project construction budget. Such exercises will be conducted at no additional cost to FPF.

**Construction Phase Services:** The selected A/E firm will provide construction administration services as outlined in AIA Document B103. A representative of the firm shall attend every weekly on-site OAC meeting. The work does not include inspection services or materials testing services necessary for City's acceptance of the Project.

**Substantial Completion and Project Closeout:** The selected A/E firm will work with the CMAR and the project team to resolve any outstanding issues related to achieving substantial completion by the date shown in the Master Project Schedule. The A/E will also be expected to produce the project punch list and help resolve these items.

## **RESPONSE TO RFQ**

The submitted response to this RFQ should be as concise as possible while adhering to the format and information requirements described below. Please limit your response to a maximum of forty (40) single sided pages excluding the cover letter, resumes and attachments such as photographs or other exhibits. Attachments are limited to ten (10) pages. Font size of 11 or larger is required. Please respond in order outlined in the RFQ.

**No fee or cost proposal should be provided in response to this RFQ.**

The submitted response shall be divided into the following sections:

|                    |                                       |
|--------------------|---------------------------------------|
| <b>SECTION I</b>   | <b>FIRM INFORMATION</b>               |
| <b>SECTION II</b>  | <b>PROJECT TEAM QUALIFICATIONS</b>    |
| <b>SECTION III</b> | <b>PAST PROJECT EXPERIENCE</b>        |
| <b>SECTION IV</b>  | <b>REFERENCES</b>                     |
| <b>SECTION V</b>   | <b>COST &amp; SCHEDULE MANAGEMENT</b> |
| <b>SECTION VI</b>  | <b>CLAIMS AND LITIGATION</b>          |

The submittal shall include at a minimum the following information:

#### **SECTION I — FIRM INFORMATION**

1. Provide a brief overview of your firm(s), including name, local and home office address, number of employees at each address. Telephone, fax and e-mail contact information. Number of years local office has been established, type of organization (i.e. sole proprietorship, partnership, joint venture, corporation, etc.). Names of key individuals of firm and local office. Total number of employees.
2. Provide the following financial information for your firm:
  - a. Financial statements or 10-K statements for the past three(3) years.
  - b. The most recent twelve month certified financial statement from a CPA, and
  - c. The contact information (including email) for the representative most familiar with your account at the insurance companies you propose to use, as well as the CPA
  - d. Authorization to discuss your firm's financial history with the CPA and insurance company with the appropriate representatives of those firms.

*The Project Team understands the confidentiality and sensitivity of your financial information and pledges to protect its' contents.*
3. Provide the following information for your entity for the past 3 years:
  - a. Annual number and value of contracts per year, locally and nationally
4. Provide information on any past, current or anticipated claims (i.e., knowledge of pending claims) on respondent contracts for the past 5 years; explain the litigation, the issue, and its outcome or anticipated outcome.

#### **SECTION II — PROJECT TEAM QUALIFICATIONS**

1. Provide brief resumes of the project team that will be involved in the design, construction and close-out phases of the project. Resumes should contain the following information: Name, title and proposed responsibilities; level of education and institution degree obtained from; year hired by your firm and present job title, relevant work experience/projects.
2. Provide, in written and graphical form, the proposed project assignments and lines of authority and communication for each team member that will be directly involved in the project. Indicate the amount of time (percentage) each team member will be involved in the project.

### SECTION III — PAST PROJECT EXPERIENCE

1. The Architect shall meet the following requirements:

The architect's past experience shall include the successful completion of at least three (3) restoration, rehabilitation and renovation projects of similar scope and complexity involving designated historic structures within the last ten (10) years, including the following:

- A designated historic structure is one that is listed in the National Register of Historic Places, National Historic Landmark or is a State of Texas Antiquities Landmark building.
  - Construction cost of \$10 million, or more.
2. The Architect's past experience shall also include the successful completion of at least three (3) rehabilitation projects of similar scope that have utilized state and/or historic tax credits of similar scope and complexity. Provide a list of projects that utilized these credits including name of project, location, owner contact information, original estimated and final construction cost.
  3. Architect or historic preservation architect must meet the *Secretary of Interior's Professional Qualifications* for Historic Architecture and Architectural History. These qualifications can be provided by the Architect or a 'historic preservation architect' that is part of the Architects team that also meets these requirements.
  4. A/E shall provide up to three (3) project profiles of your firm's past experience providing design services in the past five (5) years that are most similar to this project. Provide the following information for each project:
    - a. Project name, description of work and location
    - b. Color images of completed buildings
    - c. Project size (gross square feet), estimated cost @ GMP, final cost @ completion
    - d. Actual dates of NTP Design, NTP Construction and Substantial Completion
    - e. Names and contact information of design architect, architect of record, preservation architect (if applicable) and major consultants on Project  
Owner references – Provide contact information for the three (3) individuals who acted as the day-to-day liaison with your firm on these projects. Provide name, title, organization, phone number and e-mail address.
    - f. Identify if projects utilized historic tax credits
  5. A/E shall provide proven examples of M/WBE inclusion in meaningful and significant ways, including participation of joint venture partners and subconsultants.
    - a. Demonstrate use of M/WBE firms on projects without participation goals
    - b. Demonstrate use of M/WBE firms on projects with goals
    - c. List inclusion percentage achieved on projects without owner/client goals
  6. Describe and provide examples of capacity-building techniques with specific firms beyond single projects.
    - a. Show long-term relationships with firms included in your team composition.
    - b. Demonstrate partner member relationship that have evolved over time.
    - c. Identify partner member firms that you have worked with previously.
    - d. Outline other firms that may not be part of this project team that have grown due to your relationship and have become competitive or prime firms because of working with your firm.
  7. Illustrate creative programs that your prime and/or team have utilized to include the local community within your project area for the benefit of the neighborhood.
    - a. If applicable, provide examples of sustainable economic initiatives.



## **SECTION IV — REFERENCES**

1. Provide references for your firm from three (3) Owners, preferably those shown in Section III above, 2 Construction Managers at Risk with whom your firm has completed a project and two (2) references from Owners who have worked with your proposed Project Manager in the past 5 years. Provide references for three (3) institutional/public Facilities designed by your firm that have been in operation for more than three (3) years, reference should be individual responsible for the operation and maintenance of facility at a department head level.

For each reference, provide contact name, title, organization, phone number and e-mail address.

## **SECTION V – COST AND SCHEDULE MANAGEMENT**

1. Describe the tools, processes and controls your firm will use to ensure that this project stays on schedule and on budget during the various design phases.

## **SECTION VI – CLAIMS AND LITIGATION**

1. Describe all instances of project disputes, which in the last five (5) years, reached the level of formal mediation, arbitration or litigation. For each dispute, list the parties involved, the nature of the dispute, and the amount of the dispute.

## **EVALUATION CRITERIA**

### **FIRM SCORING CRITERIA (110-POINT SCALE)**

#### **SECTION I —FIRM INFORMATION**

**(20 points)**

- A. General Information
  - a. Firm History
  - b. Primary Contact
- B. Financial Information
  - a. Financial Stability
  - b. Claim History

#### **SECTION II — PROJECT TEAM QUALIFICATIONS**

**(20 points)**

- A. Project Team
  - a. Team Member Resumes/Relevant Projects
  - b. Project Assignments/Lines of Authority
  - c. Team Members Experience on Historic Tax Credit Projects

#### **SECTION III — PAST PROJECT EXPERIENCE**

**(30 points)**

- A. Project Delivery Using CMAR
- B. Project Profiles
  - a. Historic Preservation
  - b. Similar Projects
- C. M/WBE Inclusion, Capacity Building

**SECTION IV — REFERENCES****(20 points)**

- a. Owner References
- b. Construction Manager References
- c. Operation & Maintenance References
- c. Key Project Staff References

**SECTION V – COST & SCHEDULE MANAGEMENT****(10 points)****SECTION VI – CLAIMS & LITIGATION****(10 points)**

Qualifications will be reviewed by a FPF evaluation committee. Respondents to this RFQ may be required to submit additional information that FPF deems necessary to further evaluate the Respondent's qualifications. The committee will evaluate and numerically score each response in accordance with the evaluation criteria shown above.

FPF reserves the right to accept or reject any or all responses, and to award based on the best overall response submitted to FPF with consideration given to capability to perform in accordance with the standard business practices and requirements of the RFQ. FPF reserves the right to waive any technicalities, irregularities and/or informalities in the solicitation process deemed to be in the best interest of FPF.

**ATTACHMENT A**  
**INSTRUCTIONS TO DOWNLOAD RFQ PACKAGE AND ELECTRONIC SUBMISSION OF**  
**STATEMENT OF QUALIFICATIONS**

1. Go to <https://fairpark.projectmates.com/>
2. Once you are at the FPF Projectmates home page, select "Access Bids" from the Menu Bar at the top of the page
3. Select "Cotton Bowl Renovations and Additions- A/E RFQ" from the list of bids and review the RFQ details. If interested in submitting your firm's Statement of Qualifications, click on your browser's back arrow twice until you are back at the FPF Projectmates home page.
4. At the home page, select "Register to Bid" from the Menu Bar at the top of the page. You will create a username and password and also enter your e-mail address. Once information is entered, click "Save"
5. After registration is complete, select "Login" tab at top right of your screen
6. Once you are logged into the virtual plan room, select the "Cotton Bowl Renovations and Additions- A/E RFQ" tab. You will now be able to download the RFQ document.
7. Once the RFQ is downloaded, select the "Subscribe" tab at the top right of the screen. Selecting this tab will allow you to be notified of any RFI and Addenda and also allows you to upload your Statement of Qualifications to Projectmates.
8. When you are ready to submit your SOQ, go to FPF Projectmates home page, select the "Access Bids" tab at the top of the screen. Once inside Projectmates, login using your username and password and then select the "Cotton Bowl Renovations and Additions- A/E RFQ" bid tab. Select the "Your Files" tab to upload your SOQ and "Submit Your Bid" when you are ready to submit your RFQ.