

Request For Proposals

INTERACTIVE CHILDREN'S DEPARTMENT CENTERPIECE

GRAND FORKS, ND

Introduction

The Grand Forks Public Library (GFP) is seeking a proposal for a creative, interactive centerpiece for our Children's Department to take the place of our 25-year-old and much-beloved pirate ship. The intent is to create a new interactive statement piece that becomes a playground for curious minds and a destination for children 0 through 12 years old and their families to discover dreams, grow ideas, and change lives



Background

The Grand Forks Public Library is the third-largest library in the state and serves 70,000 residents throughout Grand Forks County. Located in the center of the city of Grand Forks, the library is governed by a 7-member Library Board comprised of one City Council member, one County Commission member, and 5 members of the public, all of whom are appointed by the Mayor of Grand Forks. Recently awarded the 2020 Future-Focused Library award and named a 2021 Star Library by the North Dakota State Library, GFPL is proud to connect the community, inspire innovation, and encourage curiosity.

The main floor of the Library was renovated in 2020/2021 just in time for the library's 121st birthday celebration on May 21, 2021. It's become a place where people want to linger to work, play, and explore. Now it is time to build on the success of the main floor remodel and update the children's department, which is located on the library's second floor. The centerpiece will play a key role in this project.

General Scope of Work

The scope of work for this project is to design and construct a centerpiece for the Children's Department. Ultimately, the theme and design of the centerpiece should fall generally under the tagline of "a playground for curious minds" which is open to broad interpretation. Our hope is that it will be an exciting statement piece that helps excite young people about the library and inspires curiosity.

Project Goals

The Children's Department centerpiece should be:

- Interactive
- Fun and creative, sparking curiosity and imagination
- Full of vibrant colors within the library's design palette
- Appealing and accessible to children of all abilities and various ages from toddler to tween
- Located anywhere in the children's department
- Innovative. There is no interest in using an underwater theme. The current mural by the pirate ship and our three round windows will be changed to match the new theme during the department remodel.
- Potentially providing visual interest via the three round interior windows along the easterly side of the children's department overlooking the main floor
- Within a potential budget of \$50,000 - \$100,000 for the piece and installation.

RFQ SUBMISSION CONTENT

Firms responding to this RFP must provide the following:

1. **Letter of intent** identifying the full names and addresses of the organizations, lead and subordinate, that will provide services. It must be signed by a principal or authorized representative that is qualified to making legally binding commitments on behalf of the project team.
2. **Experience/qualifications** statement that provides a complete and concise description of consultants' capacity to provide the services described herein, including detail for individual team members and their specific role(s) in this planning process.
3. **Past projects summary**, including references, of at least three recent, relevant projects of similar size, scope or conditions.
4. **Statement of project understanding and approach** that outlines the respondent's proposal and timeline, and that demonstrates the consultant team's understanding of and familiarity with the services and conditions described herein.

Respondents will be evaluated and ranked on the basis of the above information; interviews may be conducted at the discretion of the Library Board. Upon completion of the evaluation

process, respondents will be notified of the results. Fees shall be negotiated with the successful firm. If the fee cannot be agreed upon, the Library Board reserves the right to terminate negotiations, then negotiate with the second and third ranked firms in order, if necessary, until a satisfactory contract has been negotiated. Contract approval by the Library Board is anticipated in May 2022.

GENERAL INSTRUCTIONS

1. The deadline for submissions is 5:00 p.m. on Friday, May 20, 2022. Please direct inquiries and submissions (pdf plus 5 hard copies) to:

Wendy Wendt, Director
Grand Forks Public Library
2110 Library Circle
Grand Forks, ND 58201
Wendy.Wendt@gflibrary.com
(701) 772-8116 Ext. 2002

2. The Grand Forks Public Library reserves the right to waive irregularities, to reject any or all submissions, to re-solicit submissions, and to negotiate with selected respondents if such action is deemed to be in the Library's best interests.
3. The Grand Forks Public Library retains the right to negotiate modifications to all submissions.
4. No reimbursement will be made for any costs incurred in responding to this Request.
5. No member, officer, or employee of the Grand Forks Public Library or its governing body shall have any interest, direct or indirect, in any resultant contract or the proceeds thereof.