

Request For Qualifications

INTERACTIVE CHILDREN'S DEPARTMENT REMODEL

GRAND FORKS, ND

Introduction

The Grand Forks Public Library (GFP) is seeking a team of qualified, multi-disciplinary professionals in interior design, architecture, project management, and modern children's library design, or related fields to develop and coordinate a project that includes reconfiguration of space, carpet replacement, power and data upgrades, and new interactive furnishings for the children's department on the upper level of the Grand Forks Public Library. The intent is to create an interactive space that serves as a playground for curious minds.

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 now a place where people want to linger to work, play, and explore. The library's main floor truly is a playground for curious minds, including two oversized wooden swings and a hot pink curly slide that connects the children's department to the main floor.



It is now time to build on the main floor success and update the children's department, which is located on the library's second floor.

General Scope of Work

Ultimately, the selected team will collaborate with library staff to develop a detailed scope of work. In general, all work for this project will occur on the second floor of the library and will include, but not be limited to, the following:

- A renovation of the approximately 5,800 square foot children's department including the creation of colorful, innovative and interactive spaces for toddlers, preschoolers, elementary-aged children, and their parents
- Interactive learning and play stations
- Fun and creative furniture and seating options throughout the space
- Colorful and imaginative art, signage, and wayfinding
- New carpet/flooring throughout the children's department
- Increased access to electricity and internet throughout the space
- New above-register wall shelving along one wall and potential additional shelving
- Better functioning staff work areas and storage areas

A cornerstone statement piece to take the place of our signature pirate ship will also be included in the space but a request for proposals will go out separately. RFQ respondents are welcome to submit if interested.

Project Goals

The second-floor children's department was added to the current 1972 facility in 1984 and has not been updated except for new carpet since then. It now needs extensive upgrades in design, furnishings, and modern children's library learning features. Note: The two upstairs restrooms were extensively renovated in 2019 to create family restrooms that are ADA-compliant.

The children's department is always busy so it is important that most features within the room are moveable. The goals for the children's department renovation include the following:

- Create a space 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
- Create collaborative learning spaces for each age range (toddlers, preschoolers, and elementary-aged children) and their parents
- Create fun and creative multipurpose seating areas
- Remove existing pirate ship feature and incorporate space for a new signature piece into the design
- Propose a solution (or solutions) that provides visual interest from below via the three round interior windows along the easterly side of the children's department when looking up from the library's main floor
- Propose an option to replace the underwater mural in the department
- Use vibrant colors within the library's design palette
- Reduce the size of the existing service desk to make it a more welcoming place for children and families to find staff support
- Improve staff work areas and storage areas for maximum space utilization
- Select modern, moveable furniture to increase the flexibility of the space
- Improve access to power and internet access,
- Accommodate youth computer use in the space differently.

RFQ SUBMISSION CONTENT

Firms responding to this RFQ 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.