

May 25, 2011

Dear Architect,

We are pleased to announce that we are soliciting requests for qualifications for an architectural firm to lead the renovation of our Central Library. Although the primary focus of the renovation is to update our well cared for but aging mechanical, electrical and plumbing systems, we are excited about the possibilities this renovation can bring to our interiors. We are also excited about the possibility of adding some sustainable features to this building.

When completed in 1965, the 135,000 s.F. Central Library was the jewel of downtown Tulsa. We are looking for a firm that can rejuvenate the building and awaken the excitement the building brought to the community some 50 years ago. Our desire is to find a firm that shares our vision and possesses knowledge of library and/or museum design and significant experience in renovation projects.

Attached is the RFQ form, which may also be accessed by visiting this link: www.tulsacitycountylibrary.org/about/CERFQ.pdf. The deadline for the submissions is June 17, 2011. Firms are welcome to submit their qualifications via a CD or flash drive, or via email to gmorris@tulsalibrary.org (size limits would apply). We hope you are interested in the possibility of working on this exciting project, and look forward to your submission.

Sincerely,

Tulsa City-County Library

Gail Morris
Director, Finance & Capital Projects
400 Civic Center
Tulsa, OK 74103

Tulsa City County Library
Request for Qualifications
CENTRAL LIBRARY MECHANICAL, ELECTRICAL AND PLUMBING UPGRADE AND
ASSOCIATED INTERIOR RENOVATION

PROJECT DESCRIPTION:

The Tulsa City-County Central Library was built in 1965 and has had limited renovation since that time. We are embarking on a process of upgrading all of the basic MEP systems in the building. The building is currently serviced by a conventional boiler chiller system. The existing equipment will be replaced by variable refrigerant flow system. As this process involves the replacement of the vast majority of the ceilings and over 80% of the flooring, we will use this opportunity to fully update the finishes and fixtures to better serve the current and future needs of our community. The Library is interested in incorporating sustainable designs when and where feasible.

Modern libraries are no longer warehouses for books. Instead, they are community centers of lifelong learning. Librarians are guides for everyday people who are trying to navigate the ever growing amount of information available in today's complex world. The Tulsa City-County Library wishes to borrow a page from the museum playbook as it plans its Central Library. We wish to create topic-specific informational boutiques and spaces contained within our four walls. We also wish to use the latest information technology to help connect customers to the information they seek, or facilitate the serendipitous find.

Although the primary focus will be on the interiors, the project also includes the addition of an exterior elevator, replacement of all window systems, the addition of a drive-up window for holds pick-up, and removal of an existing exterior cooling tower, which will allow for the expansion of parking areas and possible relocation of the main entrance.

The successful firm and their partners will work with an established local general contractor as part of a Construction Manager at Risk team.

BUDGET:

The cost for these renovations is estimated to be between ten and twelve million dollars.

SELECTION PROCESS:

The process that will be used by the Library in selecting a firm to perform services as outlined in this RFQ follows: The Tulsa City County Library will review proposals submitted by firms to determine finalists. The Library reserves the right to interview finalists and/or request further information from firms, which may include requests for design concepts. The full Commission may wish to interview finalists prior to award of the project. The Tulsa City-County Library will make the final selection of one firm. The Commission reserves the right to reject any and all RFQ submittals.

SUBMISSION REQUIREMENTS:

Please provide qualitative evidence of your firm's experience and abilities. A limited number of images are welcome.

- Cover Letter of Intent. You may use this letter to add additional information that you consider important and that is not asked for below.
- Brief firm resume.
- Brief resume for each key person considered to be involved in the project.
- Single-page summaries for projects of similar scale and complexity to described project.
- Describe you and your firm's prior experience(s) and role(s) in collaboration with other architecture design firms and describe your firm's contribution to those project(s).
- Proposed method for determining fee

The successful firm will be required to create a detailed "BIM" or 3D type conceptual design piece (digital short with motion (not to exceed 10 minutes) using 3ds Max or similar software) suitable for a fundraising tool to be completed no later than November 25th, 2011.

SELECTION CRITERIA:

All proposals will be evaluated to determine the best firm to meet the needs of the Tulsa City-County Library. Evaluation will include, but not be limited to the criteria listed below:

- Experience and expertise of firm and sub-consultants
- Ability to meet time schedules and budgets
- Completeness of Proposal

Firms located more than 100 miles from the Tulsa City-County Library system must be willing to partner with a local firm. The local firm would be responsible for construction administration and miscellaneous duties associated with the local oversight of project. Selection of a local firm would be subject to the approval by the Tulsa City-County Library.

SITE VISIT:

Site visits may be arranged by appointment.

SUBMISSION:

Interested firms may submit their information to:

Gail Morris
Director – Finance and Capital Projects
400 Civic Center
Tulsa, OK 74103
(918) 549-7373

SUBMISSIONS MUST BE RECEIVED BY JUNE 17, 2011.