



City of Broken Arrow

Request for Action

File #: 16-880, Version: 1

Downtown Advisory Board

Meeting of: 08-09-16

To: Chairman and Board Members

From: Office of the City Manager

**Title: Presentation and discussion of the Center for Arts, Innovation and Creativity
Request for Proposal Project**

Background:

The ArtsOk Regional Arts Alliance of Broken Arrow and the City of Broken Arrow are jointly working together to design and eventually construct a Center for Arts, Innovation and Creativity located in the Rose District in downtown Broken Arrow. The Advisory Committee that oversees this project on behalf of the ArtsOK Regional Arts Alliance of Broken Arrow has established a Sub-Committee along with members of the City of Broken Arrow staff and a representative of the Downtown Advisory Board/Main Street Merchants Association to select a registered professional architectural firm to design the desired facility.

The first step with respect to the selection of the professional architectural firm was to solicit Letters of Interest (LOI) from the professional architectural community. The LOI's were sent out to the professional architectural community on May 5, 2016, with a due date of May 20, 2016. Staff received Letters of Interest from 24 architectural firms. In accordance with the next step in the selection process, the Sub-Committee sent out Requests for Proposals (RFP's) for professional architectural services regarding the Center for Arts, Innovation and Creativity to the 24 firms that responded to the LOI on June 15, 2016. As of July 14, 2016, the due date to respond to the RFP, 14 firms provided the requested proposals. The Sub-Committee reviewed and evaluated the Proposals and has developed a ranking of the 14 responding firms based upon a pre-determined scoring system. The Sub-Committee will schedule interviews later this month with the top ranking firms in order to narrow the selection to the top firm.

Once the top architectural firm is selected, the Sub-Committee will seek approval from the ArtsOK Regional Arts Alliance of Broken Arrow Advisory Committee to present the proposed professional architectural firm to the Downtown Advisory Board for recommendation of selection to the City Council. This request for recommendation is anticipated to occur at the next regularly scheduled DAB meeting on September 13, 2016.

The City of Broken Arrow will serve as the Contracting Agency and, therefore, will enter into professional services contracts with the selected architectural firm upon the City Council's approval and direction. This project will be funded through Vision 2025 Surplus Funds, Public Buildings Proposition of the 2014 General Obligation Bond, and private donations. Because public funds are being used, the public construction contract

must comply with the Oklahoma Public Competitive Bidding Act of 1974.

The proposed Center for Arts, Innovation and Creativity will be approximately 15,000-30,000 square-foot, two-story building with capacity for expansion to three stories. The exterior treatment is expected to be compatible with the existing Rose District.

The building will possibly house studios, galleries, classrooms, workshops, and performance venues for visual arts (drawing and painting, photography, sculpture, glassblowing, ceramics), performing arts and culinary arts.

Cost: \$0

Prepared By: Lori Hill, Tourism Director

Reviewed By: Development Services Department
Legal Department
Assistant City Manager - Operations

Approved By: Norman Stephens, Assistant to the City Manager / Economic
Development Coordinator

Attachments: Center for Arts Innovation and Creativity RFP 161709

Recommendation:

Informational only. No action required