

**REQUEST FOR QUALIFICATIONS**

**Solicitation for:**

**Campus Land Development**

**Issued:**

**FEBRUARY 21, 2017**

**Proposals Due:**

**MARCH 23, 2017**

**At 2:00 p.m. (central time)**

**REQUEST FOR QUALIFICATIONS RFQ17-078**

**SPECIFICATION SHEET**

**MISSOURI WESTERN STATE UNIVERSITY ST. JOSEPH, MISSOURI**

Project Title: **Land Development**

**Introduction:**

Missouri Western State University seeks an Engineering, Planning and Design firm to provide design development services for a specific property development. Work will include but is not limited to: leasing, development, sale or purchase, planning, procurement and proposals for the real estate as described below.

The selected Design firm is expected to work with University administration, Facilities personnel, and Foundation personnel in completing the land development process.

**Experience Required:**

Design Firms will need to have experience in multiple, large commercial property developments. University, College Campus or any Higher Education development experience is not required but would be a plus. Qualified firms with such an interest are invited to submit a proposal.

**Project Description:**

Missouri Western State University currently owns and occupies approximately 746 acres of land in Buchanan County in the City of St. Joseph, Missouri. This property contains the complete University functions including, classroom buildings, administration buildings, student union, student housing, library, research, athletic facilities, Conservation Department, maintenance, police department and fitness center.

During our Master Planning process it was identified that we owned an undeveloped 77.89 acre section of land that would have good development potential.

Missouri Western State University is interested in creating a development plan for this property that would provide amenities for not only our campus but the local area community.

The property selected is on the East edge of our campus. It is bordered on 3 sides by the public streets listed:

Messanie Street, 50th Street and Mitchell Ave. Traffic counts on Mitchell Ave have been reported in excess of one million cars per year. On any given business day our campus will have a total population of approximately 6,000 people.

**Scope:**

Assist Missouri Western State University in creating optimal development vision and strategies for selected property. Plan to insure greatest marketability, optimum return and maximum overall campus and community impact.

Provide development ideas and opportunities for Missouri Western State University while conforming to campus polices and local zoning ordinances.

Missouri Western State University has no preconceived notions as to the structures and uses that could be proposed. Respondents are encouraged to provide creative options to stimulate economic growth and add amenities that compliment campus life.

Respondent must have the capacity to provide detailed analysis for uses of funds, detailed sources, resources and specific projects reflecting market conditions for the overall project.

Assist Missouri Western State University in advertising and marketing the development of said property.

**Minimum Requirements:**

Qualified applicants will be determined as to those that can meet the criteria which will be used for selection by the Missouri Western State University Management staff. These criteria are based on Section 8.289 of the Missouri Revised Statutes and include:

* The specialized experience and technical competence of the firm with respect to the services required.
* The capacity and capability of the firm to perform the work in question, including specialized services, within set time limitations fixed for the completion of the project.
* The past record performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules.
* The firm’s proximity to and familiarity with the area in which the project is located.
* The firm’s experience in working with MWSU Campus and Facility.

Those interested in providing these Design/Development services should submit one (1) original, seven (7) copies and a flash drive (non-returnable) with a completed and signed cover sheet, concise letter of interest, a summary of qualifications, and a description of the applicant or firm and its consultants including credentials, experience, and at least three current references related to similar work. Selected finalists may be required to give a presentation to the selection committee at a date to be determined.

The University selection committee will review the submittals and select a firm that they feel best meets the qualifications for this project.

**Qualifications due**

All proposals must be submitted in a sealed package clearly marked with RFQ17-078 Please note that responses to this RFQ must be received on March 23, 2017 2:00pm central time at the address below. Please send one (1) original, seven (7) copies and a flash drive (non-returnable) of the sealed response and deliver it to:

Kelly Sloan

Purchasing Manager

Missouri Western State University

Popplewell Room 221

4525 Downs Dr.

St. Joseph, MO 64507

Phone: 816-271-4465

Missouri Western State University, reserves the right to reject any and all responses resulting from this RFQ. Qualifications received after the deadline will not be accepted or considered. Missouri Western State University is not liable for any cost incurred by any person or firm responding to this RFQ.Submission by fax, email or other electronic transmission is unacceptable and packages submitted by these means shall not be considered. Missouri Western assumes no responsibility for delays in the US mail or courier systems, or because of weather.

Missouri Western State University reserves the right to reject as non‑responsive any proposals that do not contain the information requested.

Any and all questions and /or clarifications regarding this RFQ must be submitted in writing to the Purchasing Department via email. Questions and clarifications are to be sent via email to Kelly Sloan, Purchasing Manager atpurchase@missouriwestern.edu. All questions and clarifications must be submitted by the end of business on

Any and all communication with respect to this solicitation shall be made to Kelly Sloan, Missouri Western State University Contact Person, in writing via email at purchase@missouriwestern.edu. No applicant shall attempt to communicate with the Missouri Western State University Board of Governors, Administration, staff or other university employees. Any applicant found to be in violation of the communication expectations of MWSU will be subject to disqualification.

**Timeline**

February 21, 2017 Request for Proposal RFQ17-078 Issued

March 13, 2017 All questions must be emailed to the Purchasing Department at: purchase@missouriwestern.edu by noon CST.

March 23, 2017 Sealed bid proposals are due at 2:00 p.m. CST

**Site Visits/Map**

Site visits can be arranged through Jerry Gentry, Physical Plant Director.

Jerry Gentry

MWSU Physical Plant

816-244-3675

jgentry7@missouriwestern.edu

Campus Map is included as pdf attachment to this document.