

REQUEST FOR PROPOSAL

CITY OF MERIDIAN IN PARTNERSHIP WITH THE
MERIDIAN DEVELOPMENT CORPORATION
Meridian, Idaho

OPPORTUNITY ZONE PROJECT



CIVIC BLOCK & COMMUNITY CENTER

PROPOSALS DUE BY OCTOBER 4, 2019 AT 4:00 P.M.MST



MERIDIAN
development corp.
REVIVE • RENEW • REDEFINE

REQUEST FOR PROPOSALS
MERIDIANDEVELOPMENT CORPORATION
Meridian, Idaho 83642

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Proposals Due by October 4th, 2019 at 4:00 p.m. MST.

PART I

NOTICE CALLING FOR PROPOSALS

PURPOSE

The Meridian Development Corporation (“MDC”) is soliciting proposals from Respondents (individual or firms) interested in presenting a viable design and development concept for a mixed-use development on the real estate occupied by the Community Center, Centennial Park, and MDC parking lot located in downtown Meridian, Idaho (“Subject Property”). This effort is in partnership with the City of Meridian. The Community Center and Centennial Park properties are currently owned by the City of Meridian (“City”) and MDC owns the MDC Parking Lot property. The City and MDC may collectively be referred to as the “Parties”.

It is well documented that Meridian is one of the fastest growing cities in the country. People want to live, work, recreate and raise families in Meridian. This RFP provides an opportunity to benefit from and become part of that historic growth. The Subject Property consists of a portion of one of the key blocks in the Meridian Downtown. MDC seeks proposals to create a signature downtown project that will promote further economic development and vitality in the downtown area for the benefit of the Subject Property and the other properties and businesses located in downtown Meridian.

Please refer to the link to a video regarding the City of Meridian and its economic growth opportunities:

https://drive.google.com/file/d/0B8ipaYCSyWiNjdMc1J4bFQxWUU/view?usp=sharing_eil&ts=59c2cb28

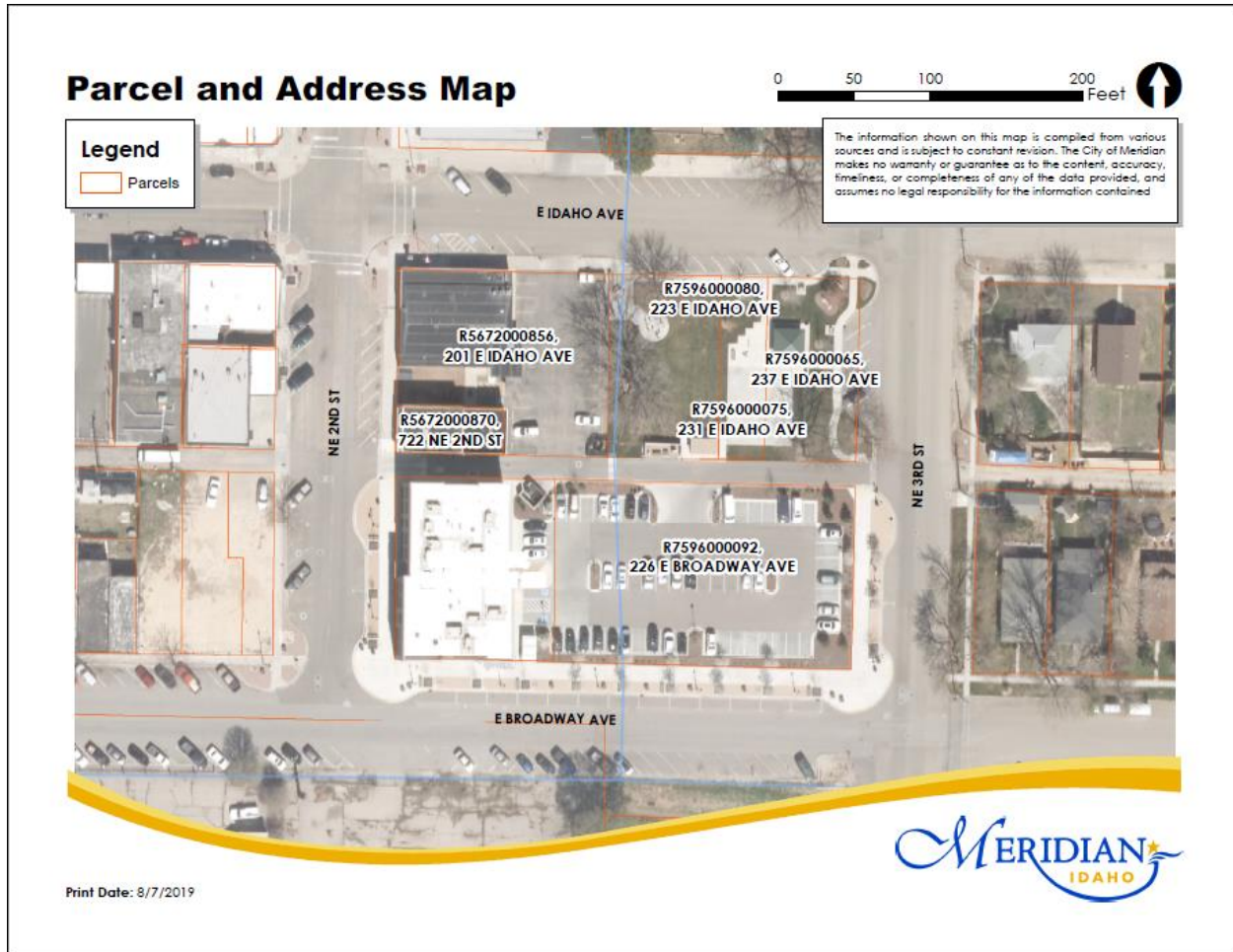
The Parties have formed a committee that will review the proposals and make recommendations to MDC and the City. Both Parties must approve the successful proposal and the development agreement with MDC. Once approved, the City will transfer the Community Center and Centennial Park properties to MDC to be developed in accordance with the successful proposal and applicable agreements with MDC and the Respondent.

The Parties are looking for a creative proposal that will result in an iconic signature mixed-use development that enhances the character and economic vitality of downtown Meridian. The Parties desire a first class integrated mixed-use project which incorporates the Community Center that will enhance opportunities to live, work and recreate in downtown Meridian and support existing uses and future uses in the downtown. The Respondent’s proposal should be detailed and incorporate and/or address all of the sections in the Basis for Selection and follow the Guiding Principles listed herein which the Parties anticipate will result in a project that will stimulate economic growth, development and re-development in the downtown area.

The creativity and professional judgment of the Respondent is not limited to this Subject Property. The Parties will consider proposals that include other uses and sites in the downtown Meridian portion of the Urban Renewal District, as long as those uses and/or sites further the intent, goals and objectives of the Parties as described in this RFP.

BACKGROUND

The Subject Property consists of several parcels totaling approximately 1.24 acres. The Subject Property, the surrounding area and utilities are generally depicted below. The property is located at 201, 231, 223 and 237 E. Idaho Ave. and 226 E. Broadway, Meridian.



Area Map

0 500 1,000 Feet



Print Date: 6/6/2019

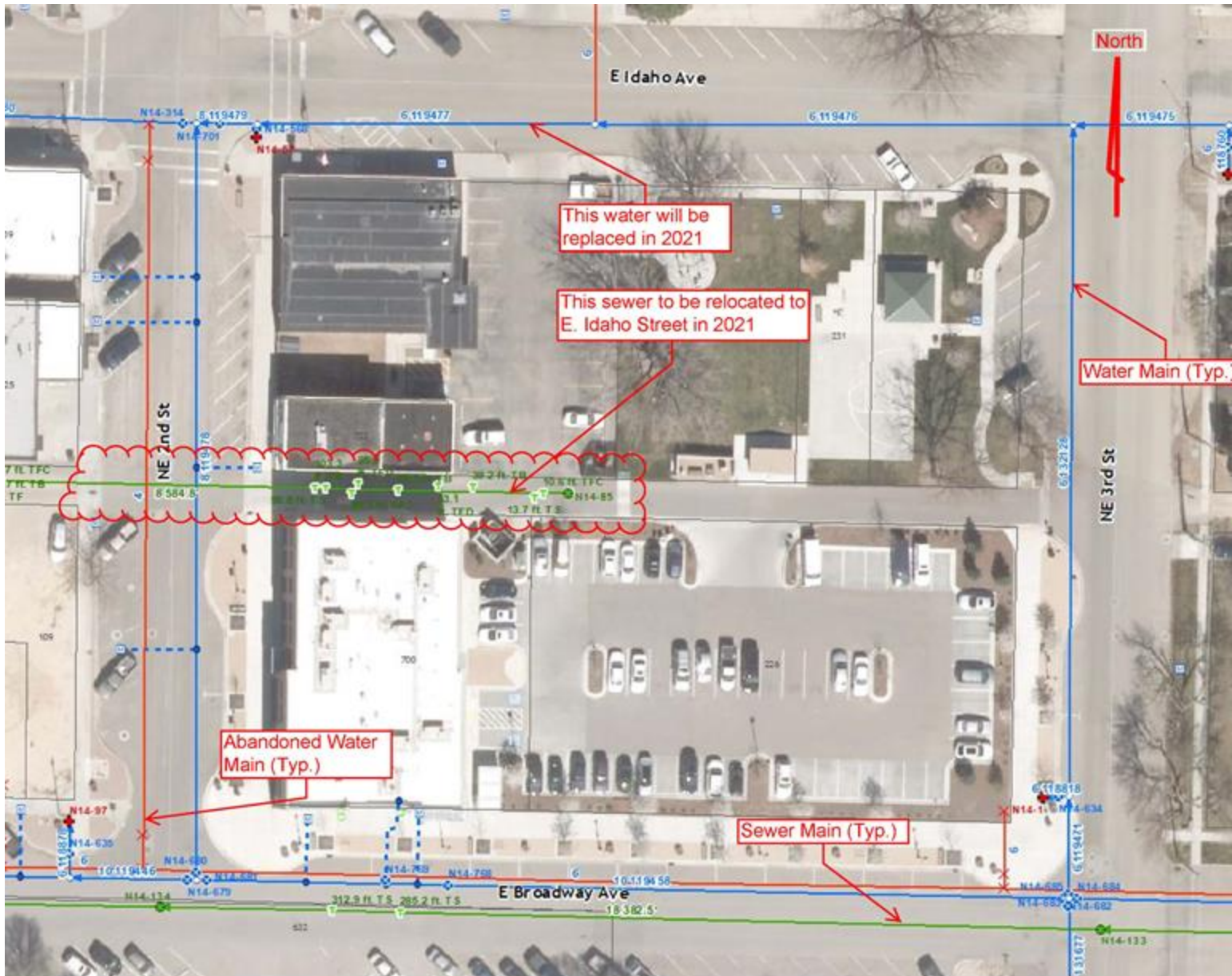
Vicinity Map



The information shown on this map is compiled from various sources and is subject to constant revision. The City of Meridian makes no warranty or guarantee as to the content, accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained



Print Date: 6/6/2019

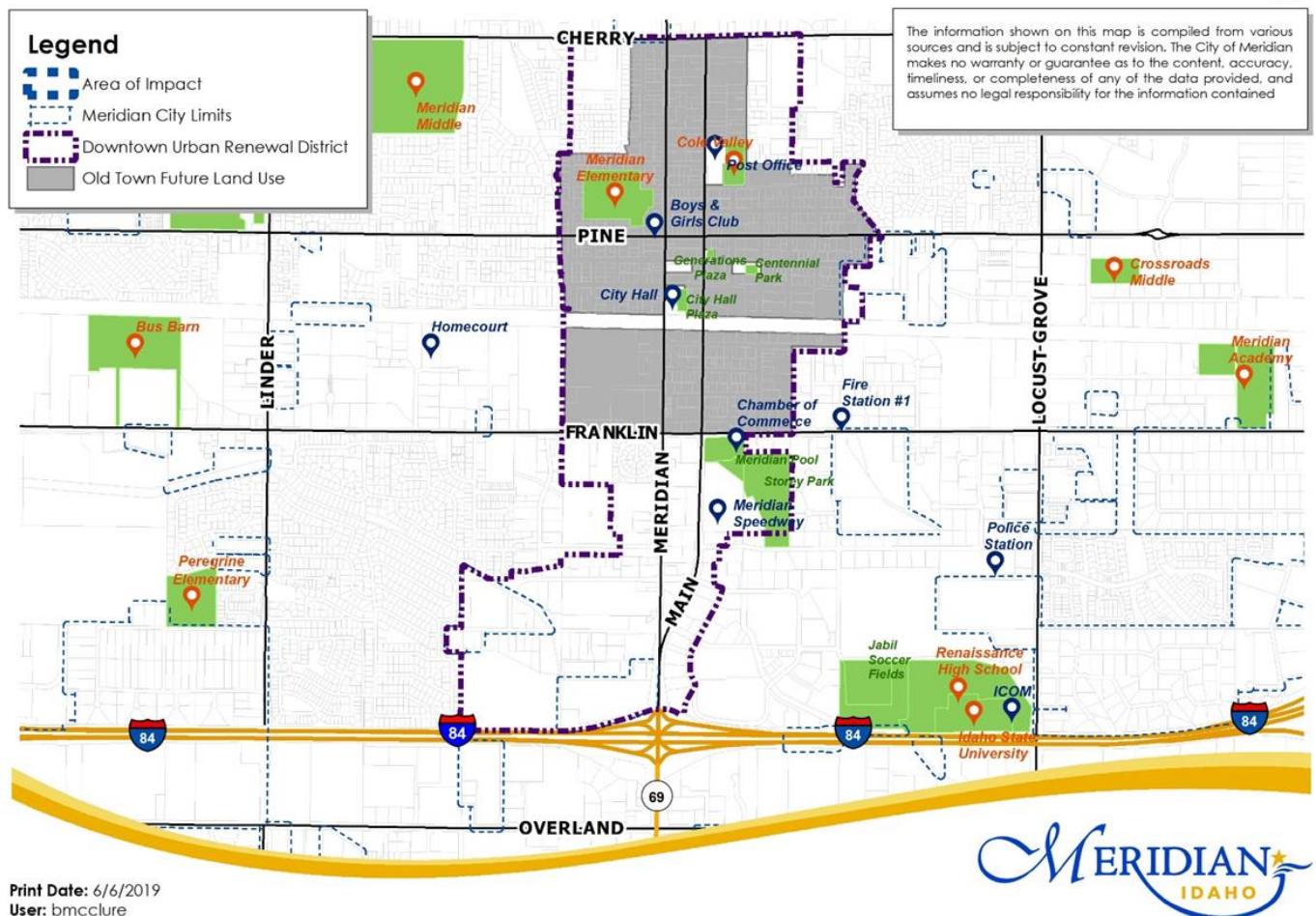


The list of utility providers for the site include:

Meridian Water
 Meridian Sewer
 Idaho Power Co.
 Intermountain Gas Co.
 Nampa & Meridian Irrigation District or Lateral Users Association
 CenturyLink

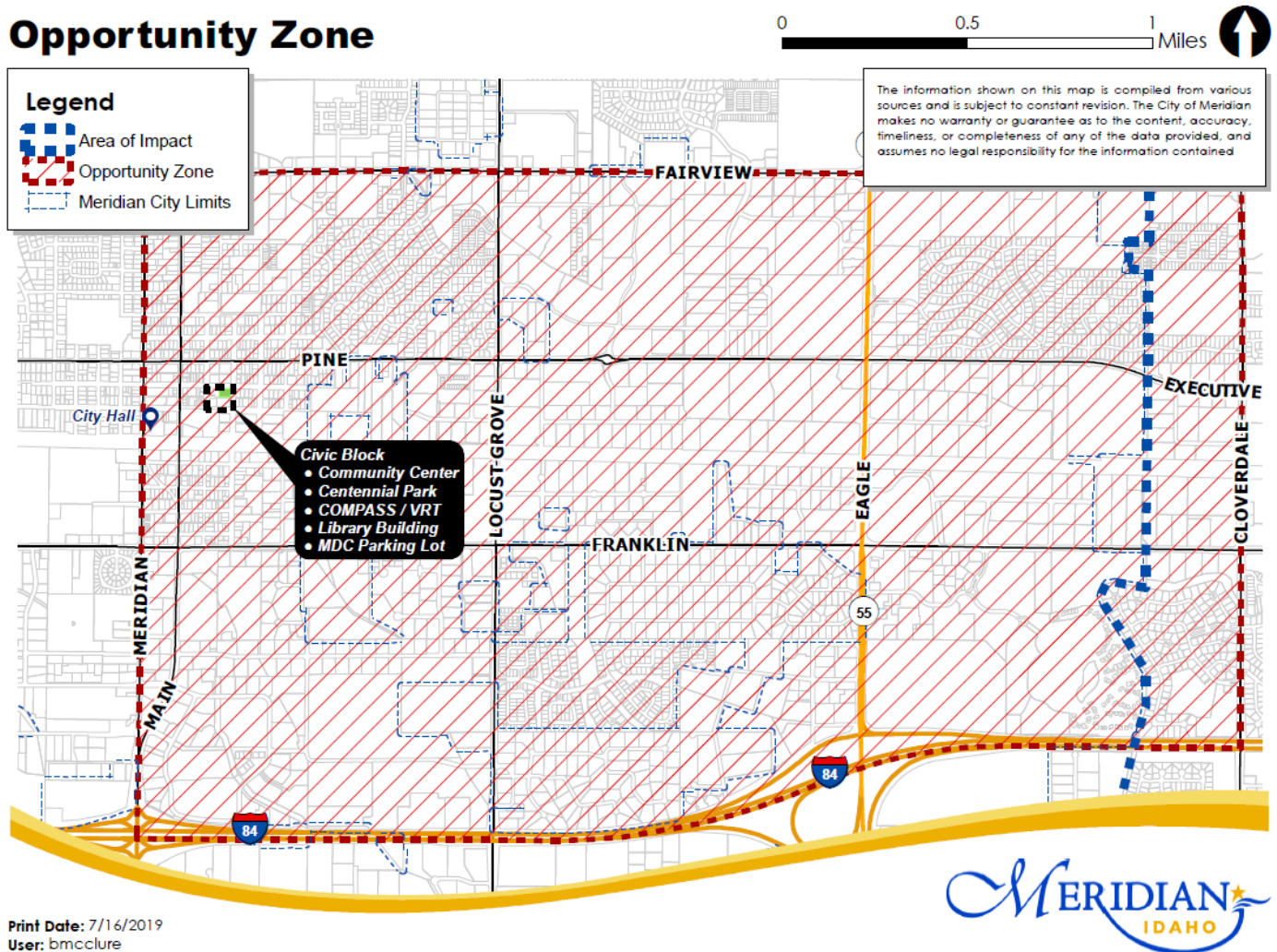
A map of the overall Meridian Downtown Urban Renewal District boundaries and the Old Town land use area are depicted below:

Downtown Urban Renewal District



The Subject Property is in the Meridian Opportunity Zone. See Information below:

Opportunity Zone



Information from the Internal revenue Service (“IRS”) regarding Opportunity Zones can be found at the following: <https://www.irs.gov/newsroom/opportunity-zones-frequently-asked-questions>

PLANS, STUDIES AND POTENTIAL PARTNERSHIPS

Both MDC and the City of Meridian have adopted plans and conducted studies on their own and as part of collaborative planning initiatives related to diversifying and strengthening the local economy and improving the downtown. These plans and

studies include: the MDC Meridian Revitalization Plan (2002), the Destination Downtown Master Plan and the Comprehensive Plan for the City of Meridian which can be found on the MDC and City websites.

The Parties are willing to consider some form of public private partnership regarding the development of Subject Property and the City would like a new Community Center to be included in the new development. The City will own the new Community Center and would like proposals to replace the Centennial Park public open space in some fashion whether it is on site or in another location. The amount of replacement public open space does not have to be a one to one square footage replacement nor be all or partially green space. MDC is allowing Respondents to make creative proposals based on their professional judgement and expertise.

Other potential public private partnerships and opportunities may be available with the Meridian Library District (“MLD”), Valley Regional Transit (“VRT”) and other partners. These public private partnerships may be pursued by Respondents but are not required. Contacts for VRT AND MLD are as follows:

Valley Regional Transit: Kelli Badesheim, Executive Director –
kbadesheim@valleyregionaltransit.org

Meridian Library District: Gretchen Caserotti, Director – director@mld.org

GUIDING PRINCIPLES

The following are provided to interested Respondents as you create your own plans and concepts. These are guiding principles and should not constrict your creative thought, but know that those Respondents who adhere to these principles and provide a financially sound proposal will receive a higher level of attention during the review process:

- A. Proposals should describe the Respondent’s successful experience in the proposed type of development and demonstrate its financial, professional and technical ability to complete the proposed development.
- B. Proposals must evidence the Respondents’ familiarity with urban design principals.
- C. The Meridian Development Corporation’s vision plan for the downtown, “Destination Downtown” should be adhered to and implemented, to the extent possible, through the development program proposed by the Respondent. “Destination Downtown” can be found at the following website:
http://www.meridiandevelopmentcorp.com/sites/default/files/imce/Vision%2BDocument_052510.pdf
MDC’s Revitalization Plan can be found at:
<https://mdcfile.s3.amazonaws.com/RevitalizationPlan2002.pdf>
- D. Adherence to City land development code, comprehensive plan and urban design standards. Any proposed variation from the Code must be described in the proposal. See the following links to the City Comprehensive Plan:
<http://meridiantcity.org/planning/files/CompPlan-180220-Web.pdf>
<http://meridiantcity.org/planning/files/180220%20Existing%20Conditions%20Report%20Reduced.pdf>

https://drive.google.com/file/d/0B8ipaYCSyWiNjdMc1J4bFQxWUU/view?usp=sharing_eil&ts=59c2cb28

- E. MDC and the Old Town zoning district provide for special uses and development standards, and for potential funding sources.
- F. Evidence of sufficient financial resources and a well-thought out financing strategy, including any specific public-private partnerships the Respondent wishes to propose.
- G. Proposals for the use of buildings and land can be in the form of a fee simple purchase or other transfer or lease of the ownership interest in the land and buildings.
- H. Proposals should describe in general terms the anticipated schedule for the project from initial groundbreaking to full development and occupancy.
- I. MDC seeks a Respondent willing to accept the Subject Property “as-is” and will consider proposals for a public-private partnership regarding portions of public improvements necessary for the development.
- J. An urban housing study covering downtown was commissioned by the MDC and completed in 2014. This study can be found on the following website:
http://mdcfile.s3.amazonaws.com/MDC%20Housing%20Report_FINAL%2012%2002%2014.pdf
- K. The façade and overall structure(s) should be articulated with the details and scale of openings along all street facing structures as part of the applicable concept designs and renderings.
- L. Ingress/egress and connectivity should be described.
- M. The Parks and Recreation Department has outlined the general programming needs for the proposed Community Center along with approximate sizes for its needs. Respondents can propose a stand-alone facility or an incorporated (condominiumized) facility in a larger mixed-use development. In the end, the Parks and Recreation Department looks forward to selecting a development team to design and build out the community center within the Project. The City will ultimately own the new community center facility.
- N. Parking needs and any impact on existing parking should be described in the proposal. MDC has an obligation to provide parking spaces for the Community Planning Association of Southwest Idaho (COMPASS) and Valley Regional Transit (VRT) within 1000 feet of their existing building. Those spaces are currently provided in the existing parking lot. Interested Respondents may include some or all of those parking spaces within the proposed project but are not required to do so. MDC is willing to pursue other options outside of the Subject Property to meet its parking obligations for COMPASS and VRT. Note the City is willing to partner and/or contribute to the parking needs of the new community center.

ADDITIONAL INFORMATION

The Subject Properties have not yet been appraised. For comparison, the “Old City Hall” site at 33 E. Idaho appraised for \$20/sq. ft. (less cost of demolition) in September 2018. The parties expect the Subject Properties to appraise at no less than \$1.1 million, not including cost of demolition. The City would consider compensation for the properties.

Community Center: See Section IV.

The incorporation of public art may be addressed by Respondents as well, but is not a required

If a Respondent anticipates including additional participation by the City or MDC in their proposal beyond what is described in this RFP then the Respondent must submit a timely written question regarding the potential for such additional participation in accordance with Section 2 of the Instructions to Respondents. Examples of such additional participation could include, but are not limited to, additional financial participation by the City or MDC or inclusion of additional property owned by the City or MDC. Responses to these questions will be issued as an addendum to the RFP.

MDC highly recommends that proposed Respondents review the information provided in the following websites:

http://www.meridiancity.org/community_development.aspx?id=10481

<http://www.meridiandevelopmentcorp.com/>

BASIS FOR SELECTION

This Request for Proposals will be evaluated utilizing the criteria listed below while keeping in mind the general preferences and guidelines described in this RFP. The review committee and MDC and the City have assigned the total possible number of points to each of the criteria below to help identify the weight or importance of certain criteria in relation to others and assist in the application of the general goals and objectives of MDC and the City. The scoring and application of these criteria and the final selection of the successful proposal, if any, rests in the complete discretion of MDC and the City. These criteria and the points assigned do not establish a guarantee or expectation that the proposal with the highest score will be selected but are simply a tool to help the Parties evaluate the proposals. The selection of a proposal, if any, rests in the sole discretion of the Parties and what they feel is in the best interest of MDC and the City. History from the Respondents' current and previous projects and customers of the Respondent may be used to evaluate some of the criteria.

1. Is the proposal likely to achieve a signature or iconic mixed-use development that enhances the architectural character and vitality of downtown Meridian?

POINTS: 10

2. Is the proposal likely to achieve substantial economic benefit to the community – especially those portions of the city located within the MDC downtown urban renewal district? Economic benefits include but are not limited to, broadening and enhancing the economic base of the downtown, stimulating new growth and other private development and investment, tax revenue generated, increase property values, long term economic opportunities, employment and job creation and attraction of visitors and residents to the downtown to support downtown businesses.

POINTS: 15

3. Does the Respondent and their team have the qualifications and experience necessary to successfully complete a mixed-use project including a Community Center? A proposal should specify the team involved and who will actually develop the project. The listed team should include those involved with the various aspects of the project such as design, construction, project management, investors, funding and/or financing etc.

Experience and qualifications may be demonstrated through references and through examples and information of representative projects of similar scope and size that have been successfully implemented by the Respondent.

POINTS: 20

4. Does the Respondent have the financial ability and viable plan to complete the project in a timely manner? Such ability is determined in part by a review of recent financial statements and/or a statement of financial sufficiency from a known and established bank or similar financial institution that demonstrates the financial capacity to carry out the complete project.

POINTS: 10

5. Does the Proposal substantially conform with the vision, goals and objectives of Destination Downtown, the MDC Revitalization Plan and the Comprehensive Plan for the City of Meridian? The Respondent must comply with City ordinances and other local ordinances and regulations requirements. The Respondent should describe any land use changes, conditional use permits, variances and other approvals that may be needed and sought by the Respondent to implement their proposed project.

POINTS: 10

6. Does the Proposal show commitment and detail regarding an appropriate plan for the property or properties and do they propose to implement their plan in the immediate future? The Proposal should not be for speculative purposes. What is the timeline for commencement and completion of the project? It is anticipated that the larger the project the more time would be needed. In any case, expeditious and timely completion of the project will be beneficial to the City and MDC.

POINTS: 10

7. Does the Proposal provide for upgrading inadequate public improvements or facilities including, without limitation, the new Community Center and open space replacement?

POINTS: 15

8. Will the proposed project result in a net loss of parking? The proposal should provide parking needed for the proposed project and should not result in a net loss of parking in the downtown area.

POINTS: 5

9. Does the proposal demonstrate creativity, innovation and sustainability in regard to the scope and design of the project?

POINTS: 5

BONUS POINTS: Up to ten (10) bonus points may be given to a proposal based on the degree of net increase in parking in the downtown area proposed by a Respondent in their submittal.

MDC, in cooperation with the City, reserves the right to reject any or all proposals, and to make an award on the basis of suitability to purpose or superior quality and the best interests of the Parties.

PRESENTATIONS

The Committee and the Parties will invite certain Respondents to make a presentation to the Committee and then to the Parties (City Council and MDC Board) in accordance with the following. If there are three (3) or less Respondents that properly submitted proposals, then all of those Respondents will be invited to make a presentation to the Committee and then to the Parties. If there are more than three (3) Respondents that properly submitted proposals, then the Committee will determine the three best qualified Respondents and invite them to make a presentation to the Committee and then to the Parties. Following completion of its work, the Committee will make a recommendation to the Parties regarding the ranking of the presenting Respondents and their respective proposals. The Parties are not bound by the recommendation of the Committee but will consider the recommendation and the presentations made to them in making their decision. The Parties may also explore the development proposal through further discussions with the selected Respondent(s). Upon request, any Respondent selected at this stage shall provide any reasonable additional information requested by MDC to allow a thorough investigation of the Respondent's ability to fully complete the proposed development and the business integrity, capability and reliability necessary to assure good faith successful performance.

AWARD

In the event the Parties identify a Proposal that they deem to be in the best interest of the Parties, MDC will enter into negotiations with the selected Respondent, for the purpose of developing a written development agreement ("DA") for the Subject Property and any other applicable sites. Those negotiations may result in some modifications to aspects of the proposal. If those negotiations are not successful then the Parties may, but are not required to, authorize MDC to negotiate a DA with the Respondent with the next most beneficial proposal and so on. The DA will be contingent upon the City transferring their portion of the Subject Property to MDC. The DA may also provide for a contingency commitment period to be negotiated to allow Respondent adequate time to perform any additional necessary due diligence and finalize financial commitments. Any contract negotiated between a Respondent and MDC staff shall be subject to the final approval of the Parties to enable transfer of the Subject Property.

AGREEMENT DOCUMENTS

A copy of the Request for Proposals and any General Conditions and Instructions to Respondents, Special Conditions, Additional Terms and Conditions, Specifications, Plans and/or Drawings, Proposal Submittals, and any other related documents will remain on file with MDC. It is understood that these documents will form the basis and become part of the DA upon award of the contract. All materials or services supplied by the Respondent shall be in conformance with all the specifications contained herein and shall be in compliance with any applicable Local, State, and Federal Laws and regulations. All provisions of the City code are applicable to any Proposal submitted or contract awarded pursuant thereto.

PROJECT REPRESENTATIVE

Cameron Arial, Director

City of Meridian | Community Development
33 E. Broadway Ave.
Meridian, Idaho 83642
Phone: (208) 489-0570

Any and all explanations desired by a Respondent regarding the meaning or interpretation of this Request for Proposals or any part thereof must be requested in writing and directed to the MDC Representative and in accordance with Section 2 “EXPLANATIONS TO RESPONDENTS” of the Instructions below. Violation(s) may be caused for rejection of the proposal.

It is the Respondent’s responsibility to ensure Respondent has received all addendums prior to submitting.

Dated: _____

MERIDIAN DEVELOPMENT CORPORATION

Ashley Squyres, Administrator

PART II

INSTRUCTIONS TO RESPONDENTS/RESPONDENTS

1. PRE-PROPOSAL CONFERENCE

A Pre-proposal meeting is scheduled for August 27, 2019 starting at 2:00 pm until approximately 3:30 pm unless the meeting finishes early. The meeting will be held in Conference Room A at Meridian City Hall. A site visit will follow a brief introduction/presentation. Participants will then go back to the meeting room for any follow-up questions prior to the end of the meeting. If a Respondent is from out of town/state and cannot make the meeting, please contact the Project Representative Cameron Arial to discuss.

2. EXPLANATIONS TO RESPONDENTS

There are twenty two (22) total pages in this Request for Proposals. Any addendums to this RFP will increase the total number of pages. It is the Respondent's responsibility to ensure that they have all pages that are included in the RFP. If any pages are missing, immediately request a copy of the missing page (s) by e-mailing your request to the Project Representative Cameron Arial.

Any question or explanation desired by a Respondent regarding the meaning or interpretation of the Request for Proposals, or any part thereof, must be requested in writing no later than 5:00 p.m. on August 21, 2019. Any substantive interpretation made will be in the form of an addendum to the Request for Proposals, issued by MDC, and will be furnished to all prospective respondents of record. To be a respondent of record a Respondent must complete and submit an RFP Acknowledgment form to the MDC Representative. Oral explanations or instructions given before proposal opening will not be binding.

3. CONDITIONS AFFECTING THE WORK

Before submitting a proposal, each Respondent must (1) examine the RFP documents thoroughly and satisfy themselves as to their sufficiency, and shall not at any time after submission of the Proposal, dispute such specifications and the directions explaining or interpreting them, (2) visit the site to familiarize themselves with the layout of the downtown and the Subject Property, (3) familiarize themselves with Federal, State and Local laws, ordinances, rules and regulations that may, in any manner, affect cost, progress or performance of the work; and (4) study and carefully correlate respondent's observations with the Request for Proposal's. Failure to do so will not relieve Respondent from responsibility for estimating properly the difficulty or cost of successfully performing the work. **MDC will assume no responsibility for any understanding or representations concerning conditions made by any of its officers or agents prior to the execution of the contract, unless included in the Request for Proposals, or any addendum.**

4. SUBMITTAL REQUIREMENTS / PROPOSAL RESPONSE GUIDELINES

Responses must be received by the Cameron Aerial, the Project Representative, no later than October 4th, 2019 at 4:00 p.m., MST. Responses must be submitted electronically via email to carial@meridiacity.org. Late proposals will not be accepted. Proposals must be valid for a period of sixty (60) calendar days from the due date and time.

The Subject line of the email must bear the notation:

Proposal: CIVIC BLOCK PROJECT 2019

PROPOSAL GUIDELINES / CONTENT

The Proposal shall contain the following information and, in the format, as specified below:

Each proposal submitted in response to this RFP must contain, at a minimum, the following information, in the order presented below:

- A. Cover letter describing your interest, your team and your concept, signed by a legal representative of your development team
- B. Table of Contents
- C. A narrative statement describing the overall development goals and objectives, project style, project team, aesthetic design and financing strategy.
- D. Concept: Provide a conceptual site plan, and a narrative detailing aspects of the Plan for the Proposal that demonstrates the Respondent's understanding of the Parties' goals for an iconic mixed-use development and how it fulfills the goals, objectives and requirements of the RFP.
- E. A parking plan to include on-site parking and if off-site parking is needed how it will be accomplished. Clearly state the estimated number of parking spaces involved.
- F. Development
 - a. Clearly state the proposed square footage of each building and use breakdown
 - b. Clearly state the type and square footage of each proposed aspect of the mixed-use project (i.e. retail, office, commercial, residential etc.) and their location within the structures and/or the site(s).
- G. Site plan and illustrations of the site development concept.
- H. Ingress/egress for vehicles and pedestrians to each major building and between buildings.
- I. A pro forma financial analysis that demonstrates the feasibility of the proposed project and your ability to successfully accomplish the proposed project. Include a full Development Cost Summary, Financing Plan, Sources and Uses Table and a Development Timeline. The Sources and Uses must be very specific. A narrative should accompany the Sources and Uses table to allow the

Respondent to fully articulate financial strategies, and assumptions for any public participation sought for the feasibility of their project. The narrative should also discuss if/when public participation will be sought/needed, when private equity will be brought into the development, and when bank financing will be brought into the development.

- J. Provide information on at least two comparable projects that the Respondent/Respondent team has completed. Provide pictures, development cost, timing, and public/private financial sources used to complete. Include the name, address, phone number and type of project for at least two references (at least one public sector reference should be included). Other references can also be provided.
- K. Identification of anticipated Partners/Team that will perform project duties, including without limitation, engineering, financial, utility analysis and design, parking analysis, construction and management. List a bio or resume for each individual as well as a company profile summary for each company used as part of the development team.

5. WITHDRAWAL OF PROPOSALS

Unless otherwise specified, proposals may be withdrawn by written request received from respondent prior to the date and time set for submission of proposals.

6. PUBLIC RECORDS

The Parties are both public agencies. All documents in their possession are public records. Proposals are public records and, except as noted below, will be available for inspection and copying by any person subject to the public records law. If any Respondent claims any material to be exempt from disclosure under the Idaho Public Records Law, the Respondent will expressly agree to defend, indemnify and hold harmless the Parties from any claim or suit arising from the Parties' refusal to disclose any such material. No such claim of exemption will be valid or effective without such express agreement. The Parties will take reasonable efforts to protect any information marked "confidential" by the Respondent, to the extent permitted by the Idaho Public Records Law. Confidential information must be submitted in a separate envelope/file with the proposal documents and marked "Confidential Information" and will be returned to the Respondent upon request after the award of the DA or rejection of proposal. It is understood, however, that the Parties will have no liability for disclosure of such information. Any proprietary or otherwise sensitive information contained in or with any Proposal is subject to potential disclosure.

Prior to awarding a DA MDC and the City may, in their discretion, withhold records relating to the negotiation and award of a contract for the lease or purchase of the Site, where the release of such records would adversely affect the bargaining position or negotiating strategy of the Parties.

7. PROPOSED/ANTICIPATED SCHEDULE

| | |
|---------------------------------------|--------------------------|
| Issue the Request for Proposals | August 7, 2019 |
| Pre-Proposal Conference (Actual Date) | August 27, 2019 |
| Receive Proposals (Actual Date) | October 4, 2019 |
| Interviews/Presentations | As Deemed Necessary |
| Selection (may change) | Week of October 29, 2019 |

PART III

TO BE SUBMITTED WITH PROPOSAL DOCUMENTS **DECLARATION UNDER PENALTY OF PERJURY**

In response to the Request for Proposals, the undersigned Respondent hereby proposes to furnish labor, material, travel, professional services, permits, supervision, equipment and equipment rental and all related expenses, and to perform all work necessary and required to complete the following project in strict accordance with the terms of this Request for Proposals and the DA as specified by the Respondent for:

CIVIC BLOCK PROJECT 2019

Respondent certifies that he/she has examined and is fully familiar with all of the provisions of the RFP and any addendum thereto; that he/she is submitting a proposal in strict accordance, acceptance and concurrence with the RFP and its terms, conditions and Instructions to Respondents; and that he/she has carefully reviewed the accuracy of all attachments to this proposal.

Respondent certifies that he/she has examined the proposal documents thoroughly, studied and carefully correlated respondent's observations with the proposal documents and all other matters which can in any way affect the work or the cost thereof.

Respondent agrees that this proposal constitutes a firm offer to MDC which cannot be withdrawn by the Respondent for sixty (60) calendar days following the date of actual opening of proposals. If awarded the DA, Respondent agrees to execute and deliver to MDC within ten (10) calendar days, or other later period specified by MDC, after receipt of MDC's Conditional Notice of Award, the DA, insurance certificates and bonds (if insurance and/or bonding is required).

The undersigned declares: that he/she holds the position indicated below as a corporate officer or the owner or a partner in the business entity submitting this Proposal with authority to act on behalf of the entity; that the undersigned is informed of all relevant facts surrounding the preparation and submission of this Proposal, that the undersigned knows and represents and warrants to MDC that this Proposal is prepared and submitted without collusion with any other person, business entity, or corporation with any interest in this Proposal.

Attached is the Respondent's Statement which is to be completed by Respondent and made a part of their proposal:

STATEMENT:

Respondent accepts and agrees with all the terms and provisions of the RFP and any addendum(s) and specifically acknowledges receipt of the following addendum, if any, to the Request for Proposals which addendum have been considered by Respondent in submitting this proposal (if none, state "NONE"):

Addendum No. 1 _____

Addendum No. 2 _____

Addendum No. _____

Submitted by,

RESPONDENT'S BUSINESS NAME (type or print)

By: _____
(signature in ink)

Date: _____

Name: _____
(Print)

Title: _____

Bus. Address: _____

Phone: _____

Email: _____

Note: If respondent is a corporation, give State of incorporation; if a partnership or joint venture, give full names of all partners or joint venturers.

Respondent declares under penalty of perjury that the foregoing is true and correct

PART IV

Meridian Community Center Programming and Guidelines

The Vision:

The new Meridian Community Center will be much more than just a place to attend a class or camp. The goal is to contribute to the quality of life and fill unmet needs of our community through quality activities and services that enhance the physical, mental and social well-being of our citizens, provide diverse recreational opportunities, and create lasting memories.

We aim to accomplish these goals by providing classes, programs, and activities for children, teens, adults, seniors, and families together. We want to make the facility as self-sustaining as possible through revenue sources, such as rentable space for weddings, birthday parties, and business meetings.

Also critical to our success is the development of partnerships with other non-profit and community organizations and businesses, as well as exemplary management of the center and its activities.

Street Presence/Form/Materials:

The Community Center will have a presence at street level, with a plaza for indoor/outdoor activities and events. The center may be multiple stories, but the ground floor should include a large gathering area/lobby for informal meetings, visiting, and hanging out with friends. Materials should be quality, long-lasting, durable, and low maintenance. We envision a significant amount glass at the both the storefront and upper levels for views.

Community Center Uses:

Use types for the Community Center will include multiple classes and camps for all ages, activity/play space, performances, banquets, weddings, birthday parties, fitness, and business/group meeting rooms. Some uses will be scheduled and reserved (i.e. classes, performances, weddings, etc.); others will be drop-in (lobby/activity space visitors). The facility will need to accommodate multiple user groups at the same time.

Size:

The minimum size of the Community Center is 17,000 s.f. The anticipated maximum size is 22,000 s.f. Actual size will depend on the form and function of the spaces as we work through design development with the successful respondent to the RFP.

Funding:

The Parks & Recreation Department anticipates contributing up to \$3,850,000 for Community Center construction through impact fees, in addition to providing the land from the existing Community Center and Centennial Park to the overall project. [Note: The park space must be replaced in some fashion as part of the overall project, though the replacement may take on many forms, from the public plaza described for the front

of the new Community Center, to offsite replacement in another location that serves downtown, or other ideas from the respondent.]

Sample Building Program:

Following is a sample program for the Community Center, subject to refinement as we work with the winning proposer:

- Entry Plaza
 - Seating, Shade
 - Other amenities or art TBD
- Lobby
 - Informal Gathering Space
 - Location for Coffee Kiosk Concession
 - Drop-in Activity Area
 - Pool/Foosball/Ping Pong
 - Play Space for Kids
 - Connect to Entry Plaza
- 1 Large Community Room. +/- 5,000 s.f.
 - For large gatherings, weddings, plays, performances, banquets, etc.
 - Divisible into thirds
- 2-3 Medium/Large Multi-Purpose Rooms. +/- 900-1000 s.f.
 - For classes, parties, meetings, etc.
- 2-3 Small Multi-Purpose Rooms. +/- 500-600 s.f.
 - For smaller classes, parties, meetings, etc.
- 1-2 Conference Rooms. +/- 300-500 s.f.
 - For business meetings, possible business incubator
- Fitness/Yoga Room. +/- 700-800 s.f.
 - For a variety of exercise classes
- Kitchen
 - Definitely a Catering Kitchen for warming/serving.
 - Maybe a Cooking Kitchen, TBD.
- Outdoor Patio
 - Connected to Community Room
- Storage
 - Lots of it. Exact needs TBD during design development of the facility
- Parking
 - Parking will be part of the parking planned for the overall development

Design Process

The RFP Process will be used to select the best concept plan for the Community Center. After the winning design team is selected, Parks & Recreation Staff will work with that team through design development and construction documents to finalize the plan for the new Community Center.