



Request for Statements of Qualifications
From Design Consultants to Evaluate the
Renovation and Expansion of the Oklahoma City Museum of Art

Deadline for Submission: 7 January 2019

Contact:
E. Michael Whittington
President and CEO
Oklahoma City Museum of Art
415 Couch Drive
Oklahoma City, OK 73102
emwhittington@okcmoa.com

About the Oklahoma City Museum of Art

The Oklahoma City Museum of Art (OKCMOA) began in 1945 as a Works Progress Administration Gallery located in the Oklahoma City Municipal Auditorium (Civic Center Music Hall). Through the decades, the Museum was housed in a number of locations throughout the city. Throughout this period, the organization actively expanded its permanent collection, presented ambitious exhibitions, developed educational programming, and deepened its community relations through a strong board and fundraising events.

When the Museum moved downtown from its site at the Oklahoma State Fairgrounds, it was much more than a change in location. With the creation and implementation of the Metropolitan Area Projects (MAPS) in the 1990s, Oklahoma City had begun the critical public/private partnership fundamental for a neglected urban center to begin a transformation. Still, the purchase, rehabilitation, and expansion of a derelict 1940s cinema into a state-of-the-art facility was visionary and courageous. Not only did the Museum leadership make a bold statement about their commitment to the visual arts, they firmly established that the success and future of Oklahoma City and the Oklahoma City Museum of Art are inextricably linked.

Since that time, three fundamental developments have occurred. First, the Oklahoma City urban renaissance predicated by the MAPS projects is a reality. The downtown core has been transformed by preservation, development, streetscaping, public spaces, and mass transit. Naturally following these trends are new urban residents who value the ability to walk to work and enjoy the amenities of life in the city. Now, it is commonplace to see people walking their dogs downtown—a sight that would have been unthinkable when the Museum opened in 2002.

The second development is the change in the relationship of an art museum to its audience. The stereotype of an art museum as a quiet, fussy palace with stern guards has gone the way of the horse and buggy. It has been replaced by active centers of the community where a diverse audience expects programs and social events tailored to their specific desires. This expectation is extended to how works of art are presented as audiences enjoy actively participating in interpretation and having their voices heard and validated.

The third development—and perhaps the most exciting—is the expansion of Oklahoma City's and the larger region's cultural landscape. Two new organizations—Oklahoma Contemporary and the American Indian Cultural Center and Museum—will open to the public within the next two years. Within one day's drive are the Philbrook Museum of Art, Gilcrease Museum, and Crystal Bridges Museum of American Art; thus, establishing a visual arts corridor of national significance.

From the time that the OKCMOA opened its downtown location in 2002, it has not undertaken any significant renovations or expansions. In 2015, the Museum launched a three-year strategic plan focused on the visitor experience and deepening its relationship

with the community. One of the key initiatives, “Investing in Our Future,” includes the goals of developing a master plan for renovation and expansion, as well as the feasibility of a capital campaign to accomplish this and other goals.

The Board leadership formed a Task Force in 2017 to begin the analysis of present and future needs and guide the Museum through the development of a Master Plan for the next decade. In a series of five meetings from November 2017 through May 2018, the Task Force developed a vision (Addendum 1) for expansion and renovation, did a cursory survey of the facilities of regional, peer art museums, and examined specific needs within the Oklahoma City Museum of Art. This Request for Statements of Qualifications (RFQ) is an outcome of those efforts.

Request for Qualifications

Objective

The Oklahoma City Museum of Art seeks Statements of Qualifications from museum design consultants to evaluate renovations and expansions of the Museum’s existing structure and construction of a potential new structure on the parking lot owned by the Museum, as described in Addenda 1-4. This RFQ will be the first step in a four-phase process as outlined below. **While this proposal is for the Project Identification and Development Phase only, the Museum seeks consultants for the total project.**

Phase 1.

A Request for Statements of Qualifications to facilitate selection of the Design Consultant for the Project Identification and Development.

Phase 2.

Submission of a Request for Proposal to create the concepts, feasibility, costs, programming and project phasing, all resulting in a Museum Master Plan.

Phase 3.

Project Design will refine the concept, program, and design and include cost estimates. The financial requirements and sources will be established.

Phase 4.

Project implementation and construction.

The Museum is seeking originality, creativity, a project worthy of an ambitious institution, and one that will ultimately make a significant contribution to the city’s architectural landscape and legacy.

The extent of the renovations and additions will depend on the availability of funding or feasibility of raising funds to carry out various program options to be developed by the consultant, working with the Museum's Board, along with cost estimates for those options.

A Task Force on Renovation and Expansion, appointed by the Museum's Board of Trustees, met to analyze the current facility and determine the overall vision for the future (Addendum 1). This Task Force has determined that a feasibility study, to include, but not limited to, the program evaluations to be developed by the consultant, will make the best use of Museum resources. It must also be used as a basis for formulating a capital campaign to undertake the project.

Review and Selection Process

- The Request for Qualifications is being used for pre-qualification purposes.
- Announcement of the RFQ has been disseminated internationally.
- A Task Force of the Museum's Board of Trustees will review the responses. Individuals serving on this Task Force have extensive backgrounds in architecture, building construction, engineering, local government, property management, and art museum executive leadership.
- **Respondents will be invited to a pre-proposal conference with Museum staff, followed by a tour of the Museum facility on Friday, 9 November 2018.**
- The Task Force will develop a short list of three to five consultants and invite their response to a Request for Proposal.

Evaluation Criteria

- Years of experience
- Experience in like and similar types of projects as described in the RFQ
- Understanding of the aspirations and goals of the Museum
- Proven capacity to deliver projects on time and on budget
- Awards

Qualifications and References

The information requested in this section should describe the qualifications of the firm or entity, key staff and sub-contractors performing projects within the past ten (10) years that are similar in size and scope to demonstrate competence to perform these services. Respondents should present no more than five (5) major similar or like projects. Additional projects may be included as an appendix.

The finished document is limited to fifty (50) pages plus appendices. Information should be organized in eight (8) parts as follows:

Part 1. Response Checklist and Statement of Qualifications Letter (Addendum 5)

Part 2. Introduction and Executive Summary

Part 3. Project Understanding

Articulate your understanding of the project based on the Museum's anticipated future needs.

Part 4. Personnel Resources

Include your organizational structure, management team, project manager, key personnel and their responsibilities and team members responsibilities for prime consultant and sub-consultants.

Part 5. Project Experience

Describe similar and related projects. Limit projects to five (5) major presentations and, if desired, by a listing of others in an appendix. Identify the personnel and their roles associated with each project. The projects included in this section should be limited to those accomplished by, or benefitted from personnel currently with the firm.

Part 6. Schedule and Timeline of Major Tasks

Part 7. References

Include references for projects presented, as well as five (5) general references.

Part 8. Appendices

Submission Information

Enquiries

All enquiries are to be directed, in writing, to the contact person at the email address on the front cover of this RFQ. Information obtained from any other source is not official and should not be relied upon. **Enquiries will be permitted through Friday, 16 November 2018.**

Requirements

Five (5) hard copies of the RFQ document should be submitted. These should be comb or wire-bound with tabs delineating the eight (8) sections described above. The copies should be submitted in a sealed envelope or container. Additionally, respondents should include with the hard copies, one (1) digital copy of the RFQ in PDF format on a USB flash drive.

Closing Date

Completed hard copies must be received before 5:00 pm central standard time (CST) on Monday, 7 January 2019, at the address on the front cover of this RFQ. Responses may not be sent by email or facsimile. Late responses will not be accepted.

Addenda

Addendum 1.

Vision Statement of the Task Force on Renovation and Expansion

The Oklahoma City Museum of Art opened its current downtown facility in 2002. Our 110,000 total square ft. facility captured the strong vision of the Museum Staff and Board leadership with galleries for our permanent collection and special exhibitions, a restaurant, hospitality space, collections storage, and administrative offices. Our new facility incorporated a dramatic renovation of the historic Centre Theater, which became the home of the Museum's Film Program. The Oklahoma City Museum of Art became the focus of the new downtown Arts District.

In the sixteen years since the downtown debut of the Oklahoma City Museum of Art, a quiet revolution has been transforming American art museums. While patrons still enthusiastically respond to major exhibitions by celebrated artists, visitor desires—especially those of younger patrons—are increasingly directed to art and cultural experiences that engage both intellectually and socially. This new pattern of cultural consumption is one of the factors influencing the discussions of the Task Force.

This renovation and expansion project has several goals. First, it affirms the overarching vision of our Strategic Plan that a great city deserves a great art museum. Secondly, it reaffirms our dedication to deepening the relationship between the Museum and the community we serve. Finally, this project transforms Museum spaces to meet future needs with an architectural design on the level of the art displayed within and that advances the architectural legacy of our community. The unifying theme here is a reorienting of the Museum space to better serve our community's current and future needs.

Highlights of Anticipated Future Needs

- Expanded galleries.
- Development of an outdoor sculpture area.
- Expanded hospitality space to accommodate Museum fundraisers.
- Additional administrative offices.
- Offsite art storage.
- Learning and Engagement studios and classroom spaces.
- A re-imagination of the Museum Cafe.
- Addition of a floor or floors with a rooftop that can be utilized year-round
- A separate building on the current parking lot at Robert S. Kerr and Hudson with connectivity between the two facilities.
- Building exterior changes, modifications and redesign and abilities to reconstitute a structure.
- Development of an in-house conservation facility.

Addendum 2.

Building Site Description

The Oklahoma City Museum of Art located in the Donald W. Reynolds Visual Art Center opened in March 2002.

Architect: Allen Brown

Structural Engineer: Zahl-Ford, Inc.

Mechanical /Electrical Engineer: PSA Consulting Engineers

Civil Engineer: MacArthur Associated Consultants

General Contractor: Flintco, Inc.

Project Quality Assurance: Frankfurt Short Bruza Associates, P.C.

Location: 415 Couch Drive, Oklahoma City, OK 73102

Building Exterior: Indiana Limestone

Utility Services:

OG&E Electric Power: 480V 3PH 1600 amp

Veolia: 125 psig steam/Condensate return. Chilled Water supply and return.

ONG: Gas for kitchen appliances, DX HVAC unit and kitchen vent hood make-up air.

Water: 4" Domestic water service. 8" Fire water service

Life Safety and Security Systems:

150 KVA Diesel electric generator

Wet Pipe fire system

Seimens Fire alarm system

State of the art electronic security burglar alarm system

110 – CCTV cameras monitored by the local security control center

Elevators by Kone, Inc:

2 – Passenger - traction elevators

1 – Freight – Traction elevator 12,000 CAP

1 – Passenger - Hydraulic elevator

Site Footprint: 60,000 square feet

Facility Size: 110,000 gross square feet

Space Program: approx. sf

Exhibitions Galleries: 30,000 sf

Theater (252 Seats): 5,000 sf

Classroom and Studios: 3,500 sf

Library/Resource Center: - 1,800 sf

Collections care: 5,500 sf

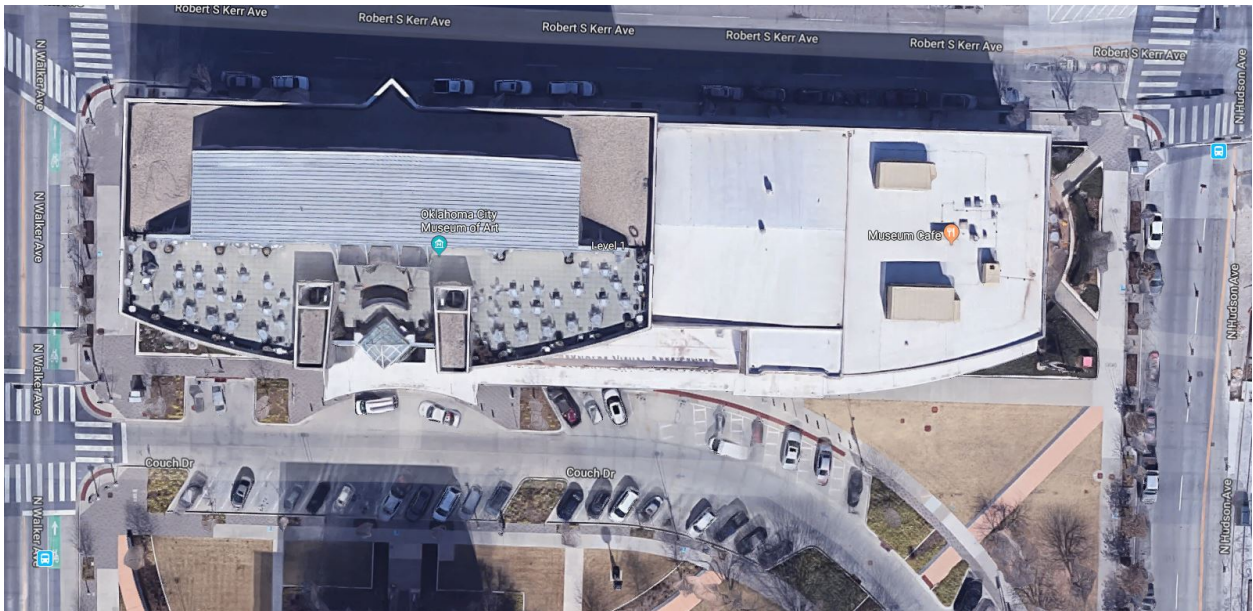
Museum Store: 1,500 sf

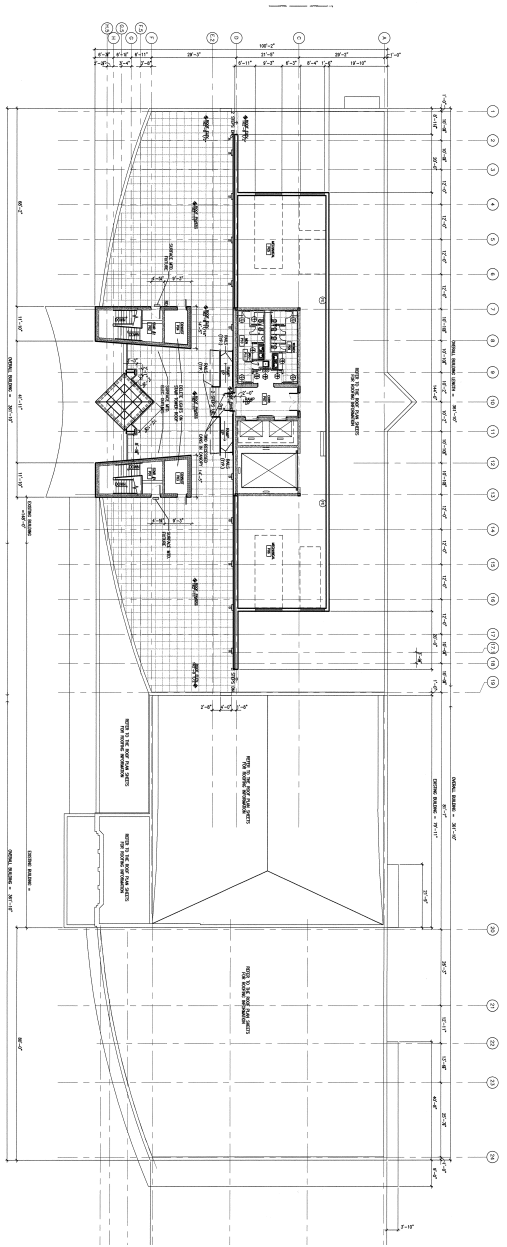
Museum Cafe: 5,500 sf

Administration: 8,000 sf

Roof Terrace: 7,000 sf

Addendum 3.
Aerial Photographs



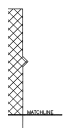


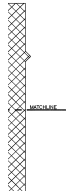
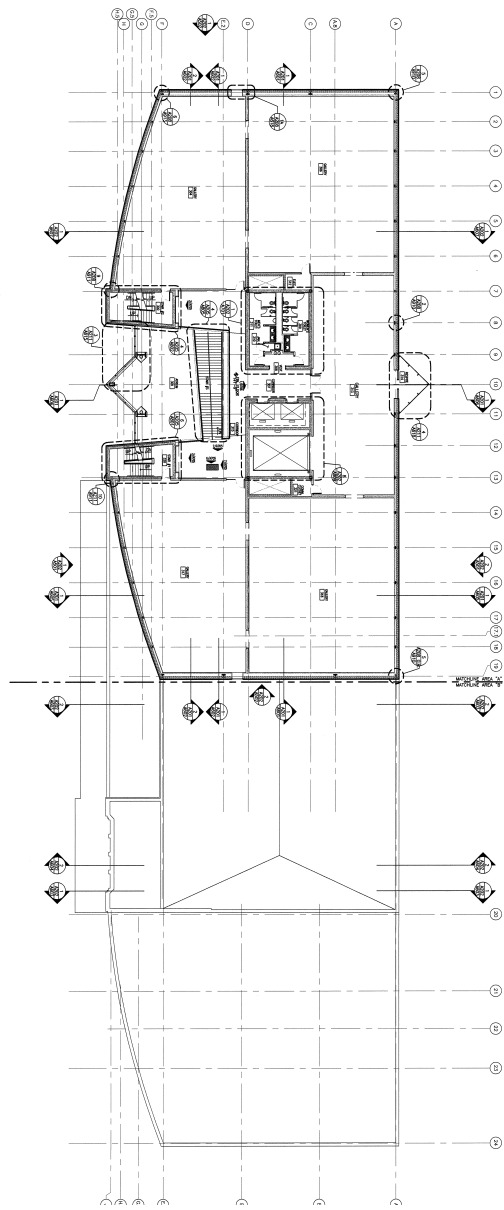


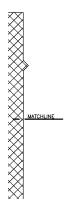
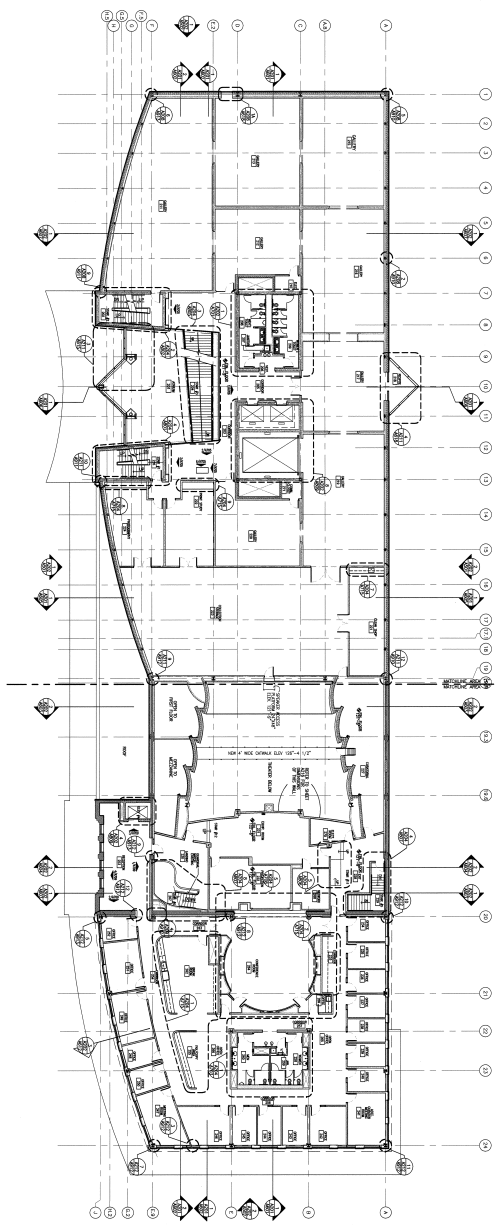
1 PENTHOUSE PLAN

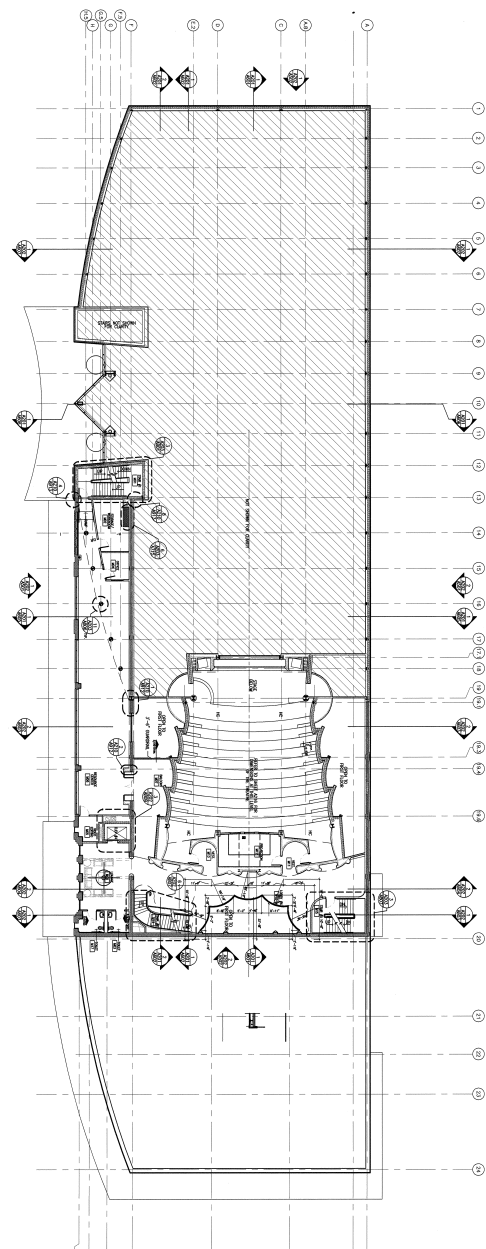
 SCALE: 1/16" = 1'-0"

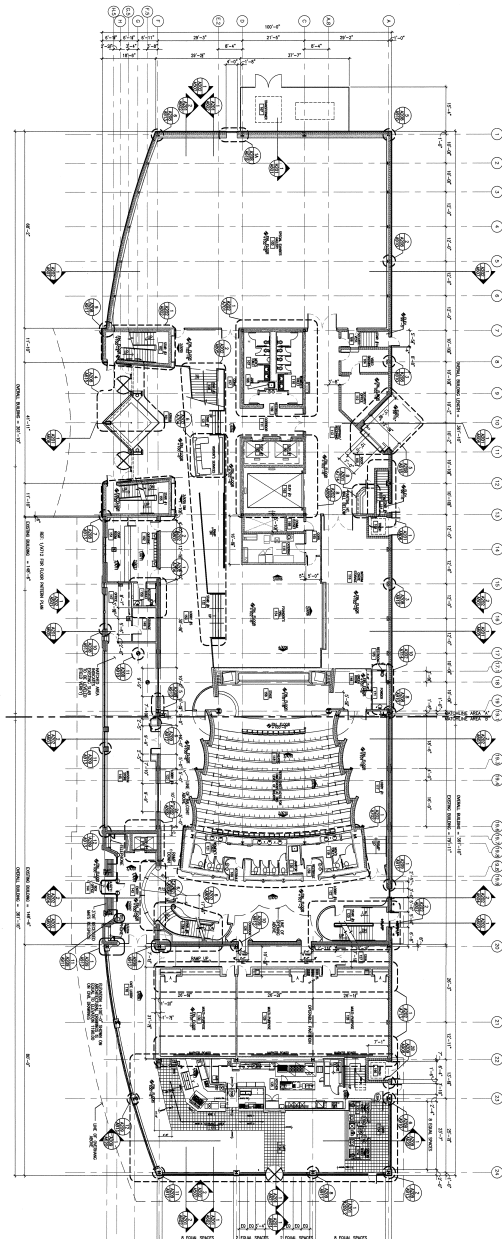
 1/16" = 1'-0"

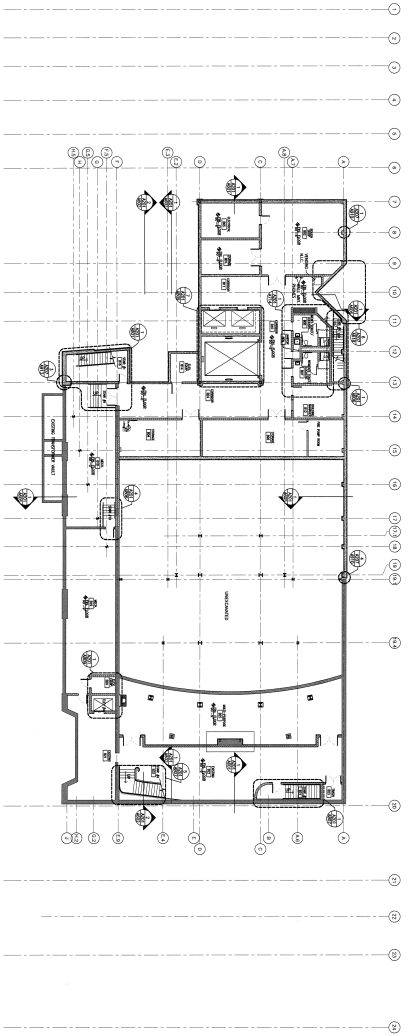










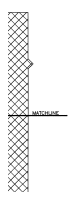


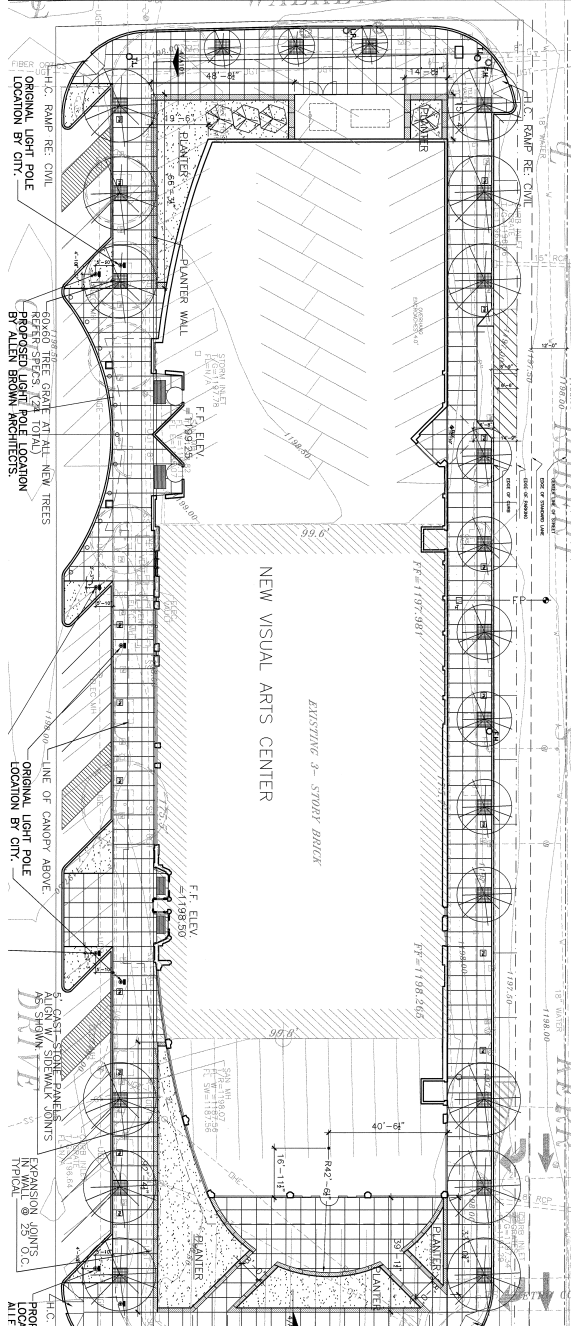


1 BASEMENT COMPOSITE FLOOR PLAN

 SCALE: 1/8" = 1'-0"

 0' 10" 0' 20" 0' 30" 0' 40"

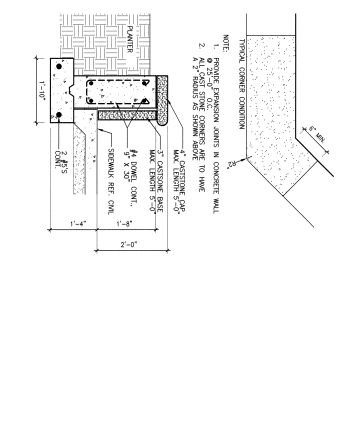
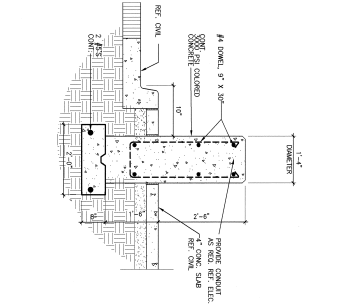
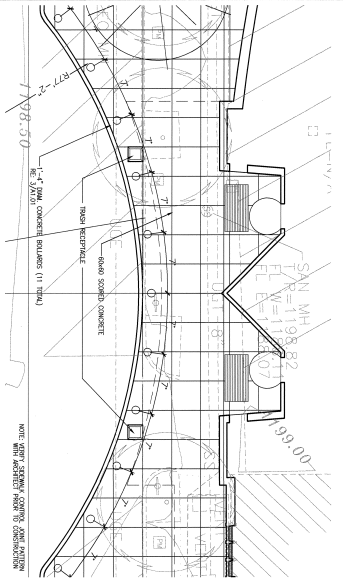




2 ENLARGED MUSEUM ENTRY PLAZA
SCALE: 1/8" = 1'-0"

3 CONCRETE BOLLARD
SCALE: 3/4" = 1'-0"

4 TYPICAL PLANTER DETAIL
SCALE: 3/4" = 1'-0"



Addendum 5.

Response Checklist and Statement of Qualifications Letter

Response Checklist

Note: this checklist is intended to assist respondents, but may not be a complete list of required documentation. Respondent is solely responsible for ensuring that it includes all required documents with the Request for Qualifications.

- Response Checklist and Statement of Qualifications Letter
- Introduction and Executive Summary
- Project Understanding
- Personnel Resources
- Project Experience
- Schedule and Timeline of Major Tasks
- References
- Appendices

Statement of Qualifications Letter

To be duplicated and completed on Respondent's company letterhead

(Date)

E. Michael Whittington
President and CEO
Oklahoma City Museum of Art
415 Couch Drive
Oklahoma City, OK 73102

Re: RFQ Response

Dear Mr. Whittington:

On behalf of (Full legal name of Respondent), I am pleased to submit our response to the Oklahoma City Museum of Art's (OKCMOA) Request for Qualifications (RFQ) for the Expansion and Renovation of the Oklahoma City Museum of Art. In this connection, I state the following:

I have full authority to bind Respondent with respect to this RFQ response and any oral or written presentations and representations regarding this RFQ response made to the OKCMOA.

(Full legal name of Respondent) has read and understands the RFQ and is fully capable and qualified to provide the goods and services as described within the RFQ.

I have read and understand the RFQ, including Addenda numbers One through Five (1-5).

(Full legal name of Respondent) understands that the OKCMOA will rely on accuracy of this RFQ response and the Respondent agrees to be bound by its representations and statements made herein and in any oral or written RFQ presentation(s) made during the evaluation and selection process.

If requested by the OKCMOA, (Full legal name of Respondent) agrees to furnish additional information or documentation and/or to participate in oral presentations / interviews to assist the OKCMOA evaluations.

Neither I nor (Full legal name of Respondent) has any beneficial interest in or relationship with any other party working or performing services for, or otherwise affiliated with, the OKCMOA; and has no conflict of interest which could interfere with the provision of services to the OKCMOA.

(Full legal name of Respondent) understands that the OKCMOA will rely upon the material representations set forth in the RFQ Response and that (Full legal name of Respondent) has a continuing obligation to update and inform the OKCMOA in writing of any material changes or errors to their RFQ Response. If the OKCMOA determines that any information provided in RFQ response is false, incomplete or inaccurate, or if any provision of the

requirements of the Request for Qualifications is violated, any subsequent Project agreement may be void or voidable, and the OKCMOA may pursue any remedies under the Contract, at law, or in equity, including terminating the (Full legal name of Respondent) participation in the project or transaction and/or declining to allow the (Full legal name of Respondent) to participate in future OKCMOA transactions.

It is understood that an original and multiple copies of the SOQ have been submitted for consideration. (Full legal name of Respondent) warrants that all copies are identical to the original in all respects.

I declare that all required forms provided in this RFQ Response have been examined by me and to the best of my knowledge and belief are true, correct, and complete.

Signed:

Typed/Lettered Name of Signatory

As:

Relationship to Respondent/Title