

## Request for Proposals

### PROJECT MANAGER: PRE-CONSTRUCTION STUDY AND PLANNING

#### Addendum No. 1

**DATE:** April 27, 2022

#### **REVISIONS FROM ORIGINAL RFP**

Please note that, in accordance with the terms of the original RFP, as amended, the submission deadline has been extended. The Danforth Plant Science Center shall continue to accept submissions on a rolling basis during the period ending **October 13, 2023**.

No other provisions of the RFP are affected by this addendum. All other terms and conditions from the RFP shall remain in effect.

**REQUEST FOR PROPOSALS**

**PROJECT MANAGER: PRE-CONSTRUCTION STUDY AND PLANNING**

*Issued by Donald Danforth Plant Science Center*

**AUGUST 1, 2023**

**Proposals Due By: Friday, October 13 at 4:00pm CST**

Donald Danforth Plant Science Center

ATTN: Stephanie Regagnon

975 N. Warson Road

St. Louis, Missouri 63132

[SRegagnon@danforthcenter.org](mailto:SRegagnon@danforthcenter.org)

## Introduction

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The Donald Danforth Plant Science Center was awarded a grant from the St. Louis County Port Authority to perform pre-construction studies for graduation space in the 39 North AgTech Innovation District. At the Danforth Center, agriculture and agri-food tech companies have access to over \$50 million in best-in-class shared core facilities, which supports cutting-edge research and the creation and attraction of companies to the region. The Helix Center offers young companies access to lab and office space under the guidance of an incubator program. However, as companies garner early venture funding and mature on their path toward commercialization and stabilization, they need to relocate to affordable spaces that support their growth. The STL2030 Jobs Plan calls for an increase in the stock of affordable lab/office space near innovation districts to create new options for startups that outgrow early-stage locations such as incubators and co-working spaces. A recent Life Science Grad Space Market Study by BioSTL anticipates a potential demand for 250,000 square feet of graduation space for bioscience companies in the region. In addition, with the recent launching of 39 North AgTech Innovation District as its own independent entity, the interest in the district is increasing significantly and more space is needed to accommodate a growing number of agri-food tech startups and scale-up companies.

In alignment with the 39 North Master Plan and the plans outlined in the recent launch of the new 39 North entity, the STL 2030 Jobs Plan, and Life Science Grad Space Market Study, the pre-construction studies will advance the development of affordable graduation space to meet immediate demand that will help keep companies and the high-paying jobs they are creating in 39 North and stimulate economic development.

## Project Description

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This pre-construction study project includes producing architectural and engineering pre-construction assessments of three buildings for use as “graduate” space for growing post-incubator companies, primarily in the ag-tech sector.

The Project Manager will oversee pre-construction studies including a building condition assessment, ALTA survey and zoning confirmation, hazardous material (HazMat) survey, environmental site assessment (Phase 1 & Phase 2), space programming, space planning, conceptual design, and construction feasibility.

*Please note: This RFP is for Project Management Services. A separate RFQ is being issued for performing the Pre-Construction Study and Planning.*

## Scope of Services

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The Danforth Center has identified three buildings near the Helix Center and Danforth Center as potential graduation space for regional agri-food tech companies. The identified spaces previously served other needs and must be converted to mixed-use laboratories and office space.

The project manager will be engaged to oversee qualified architectural/engineering (A/E) services providers, environmental consultants, and surveyors to perform pre-construction studies, including:

- building condition assessment

- ALTA survey and zoning confirmation
- hazardous material (HazMat) survey
- environmental site assessment (Phase 1 & Phase 2)
- space programming
- space planning – create three scenarios that would be feasibility solutions for using the building as graduation space
- conceptual design - provide three renderings of the outside look and feel of the building, both front and back, that match the space planning scenarios
- construction feasibility

Deliverables from the pre-construction activities identified above will serve as collateral material to assist the Danforth Center and regional collaborators in recruiting investors, developers, and tenants to the 39 North Innovation District.

Consultants to perform the pre-construction activities identified above will be identified through a separate Request for Qualifications.

The project is expected to be completed within six months.

## **Proposal Content**

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Proposals must include, at a minimum, the following information:

- 1. Experience of Firm.** Provide a detailed description of the firm's experience in providing similar services. Include the type and number of clients served, as well as the size, scope, and nature of the projects involved. Identify any prior experience working with the Danforth Center or 39 North. Specifically identify any projects or conflicts that may impact the Services.
- 2. Experience/Qualifications of Assigned Professional(s).** Provide the qualifications for each individual who may be assigned to provide the Services, and designate the individual who would have primary responsibility for oversight of the Services. Provide the qualifications of all sub-consultants that would provide any portion of the Services.
- 3. Availability and Approach.** Provide a statement of the firm's availability to provide the Services. Provide a detailed description of the firm's approach to provide the Services as identified herein.
- 4. Minority Participation.** Provide a description of the firm's approach to minority participation in providing the Services.
- 5. Proposed Fees/Expenses.** Proposals shall clearly state all fees and expenses to be charged for the performance of the Services:
  - a) It is anticipated that a maximum not to exceed amount will be established for the Services.
  - b) If based on an hourly rate, provide the hourly rates (with any applicable nonprofit discounted rate) to be charged for each individual who would be assigned to this engagement and a general description of how billable hours will be allocated among key personnel.

- c) Provide an explanation if fees will be calculated on any other basis. Itemize the type of expenses (other than fees) for which your firm would seek reimbursement.
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### **Selection Criteria**

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Proposals submitted will be reviewed by the Danforth Center's staff for completeness and qualifications. Selection of a firm will be made on the basis of the following criteria:

1. Qualifications, expertise, and experience of the firm
2. Qualifications, expertise, and experience of the individuals assigned from the firm and of any sub-consultants
3. Availability and approach to provide the Services
4. Approach to minority participation
5. Cost
6. Responsiveness of the firm to the RFP categories

The Danforth Plant Science Center actively encourages submission of proposals from disadvantaged business enterprises and companies owned by minorities, women, immigrants, and veterans. The Danforth Center does not discriminate on the basis of race, color, religion, creed, sex, sexual orientation, gender identity, age, ancestry, national origin, disability, or veteran status in consideration of this award.  
Equal Opportunity Employer

### **Terms and Conditions**

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The following terms and conditions apply to all proposals:

The Danforth Center reserves the right to reject any and all proposals submitted; to select one or more responding parties; to void this RFP and the review process and/or terminate negotiations at any time; to select separate responding parties for various components of the scope of services; and to select a final party/parties from among the proposals received in response to this RFP. Additionally, any and all RFP project elements, requirements and schedules are subject to change and modification. The Danforth Center also reserves the unqualified right to modify, suspend, or terminate at its sole discretion any and all aspects of this RFP process, to obtain further information from any and all responding parties, and to waive any defects as to form or content of the RFP or any responses by any party.

This RFP does not commit the Danforth Center to award a contract, defray any costs incurred in the preparation of a response to this RFP, or contract for any services. All submitted responses to this RFP become the property of the Danforth Center. All proposals may be subject to public review, on request, unless exempted as discussed elsewhere in this RFP.

By accepting this RFP and/or submitting a proposal in response thereto, each responding party agrees for itself, its successors and assigns, to hold the Danforth Center, 39 North AgTech Innovation District, and all other affiliated entities, St. Louis County, the Port Authority, and all of their various agents,

commissioners, directors, consultants, attorneys, officers and employees harmless from and against any and all claims and demands of whatever nature or type, which any such responding company, its representatives, agents, contractors, successors or assigns may have against any of them as a result of issuing this RFP, revising this RFP, conducting the selection process and subsequent negotiations, making a final recommendation, selecting a responding party/parties or negotiating or executing an agreement incorporating the commitments of the selected responding party.

By submitting responses, each responding party acknowledges having read this RFP in its entirety and agrees to all terms and conditions set out in this RFP.

Responses shall be open and valid for a period of ninety (90) days from the due date of this RFP

### **Submission Guidelines**

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**To be considered, proposals must be received no later than Friday, October 13 at 4:00 PM CST. Proposals received after the deadline identified above will not be considered.**

Questions about this RFP and electronic proposals should be sent by email to:

Stephanie Regagnon, [SRegagnon@danforthcenter.org](mailto:SRegagnon@danforthcenter.org)

Donald Danforth Plant Science Center Attn: Stephanie Regagnon  
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