



June 24th, 2021

**RE: REQUEST FOR LETTER OF INTEREST AND STATEMENT OF QUALIFICATIONS
(LOI/SOQ) FOR PROFESSIONAL CONSULTING/Architectural/engineering SERVICES
FOR: A proposed new Visitor Center and Museum for the Alamo in San Antonio TX.**

The Alamo Trust is requesting qualifications for architecture and engineering services for a proposed new Visitor Center and Museum as described in the following brief.

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1.0 Overview

1.1 Project Description

The Alamo Trust, hereby referred to as the Trust, is undertaking a project to develop the following buildings: The Crockett Block 317-323 Alamo Plaza, the Palace Theater Arcade at 327 Alamo Plaza, and the Woolworth Building at 518 East Houston Street. All the buildings are owned by the Texas General Land Office (“GLO”) and located on the west side of Alamo Plaza facing the Alamo in downtown San Antonio, TX. The goal is to transform the historic structures into a World Class Visitor Center and Museum. The proposed New Visitor Center and Museum will utilize the combined footprint of the three buildings totaling approximately 70,000 square feet over three floors with a proposed rooftop addition of one level. Containing approximately 15,000 square feet of additional indoor and outdoor space.

The proposed project will consider a major overhaul or potential replacement of the Palace Building to become the new Lobby/Atrium with vertical transportation and building services. The Crockett Block and Woolworth Buildings will comprise the primary volumes of space to house the Visitor Center and Museum as well as an associated retail space on the ground floor. An additional portion on the ground floor will be dedicated for a proposed exhibition on Civil Rights inside the Woolworth Building.

In January of 2019, the Alamo undertook a historical assessment of the structures for the Trust to determine the integrity of the three buildings together and individually. The report was undertaken by John G. Waite Associates, Architects PLLC. The report is available on the Trust website at www.thealamo.org. In short, the conclusion of the study showed the three buildings are designated individually as local landmarks and as contributing buildings of the Alamo Plaza Historic District by the City of San Antonio. The city criteria for designation are congruent with those of the National Register. It was deemed that the 3 buildings were suitable for an adaptive reuse as a visitor center and museum. With that information the Trust has moved forward with a visioning document and feasibility study to guide the redevelopment of the three buildings. The careful integration of a Visitor Center and Museum will balance the historical requirements of the buildings with the state-of-the-art needs of a World Class Interpretive Project.

1.2 Approach

The current estimate for the project budget is \$265 million. The Trust will contract directly with the successful A/E firm and manage both the private and public funding aspects of the project. To help with this process, the Trust has engaged Gallagher & Associates (G&A) and Broaddus & Associates (B&A) who will work together to facilitate the planning and implementation of the project. G&A, an award-winning museum planning firm, will lead the effort to create an interpretive plan and financial feasibility study to guide the redevelopment process. B&A will focus on the design and implementation strategies associated with the project. Both firms will work in partnership with the successful A/E team for this unique adaptive reutilization of the three historic structures. G&A is currently developing the interpretive narrative for the museum and will start the exhibition design in earnest once the A/E team has been contracted. B&A currently manages and facilitates projects at the Alamo such as the new Exhibit Hall and Collections Building in the rear corner of the Alamo Complex.



1.3 Program

It is anticipated that the proposed renovation will include the following spaces and/ or functions. All square footages are currently only estimated and may be revised as the project progresses.

- Museum Galleries 33,400 SF
- Retail 5,000 SF
- Lobby Displays/ticketing Space 8,800 SF
- 4D Theater 2900 SF
- Vertical Circulation and Restrooms 6,000 SF
- Lower-level offices and storage 15,500 SF
- Rooftop Gallery and event space 4,100 SF
- Exterior deck 2,300 SF
- Rooftop Restaurant 4,200 SF
- Exterior Deck 2,300 SF

Note: The above SF are gross numbers

The proposed estimated budget is “all-in” including all hard and soft costs necessary for the design and construction of the building and its interior including functional as well as exhibition work. EXHIBIT DESIGN IS NOT PART OF THIS SCOPE OF WORK.

While the Trust anticipates fully funding the project, contracts will be awarded on the basis of available funding and amended as funding permits.



2.0 Qualification

2.1 Firm Capabilities

Please provide information on how your company is organized. A firm organizational chart with roles and responsibilities clearly defined is acceptable.

Provide qualifications and relevant experience including the firm's work on similar museum projects. Understanding the complex demands of a project that primarily entails renovation and transformation of existing structures is critical.

Firms must have experience with historical renovation and adaptive reuse for cultural institutions that are collections rich and understand the demands of designing for highly fragile and sensitive collections. Firms must have a working understanding of the relationship between architecture and exhibition planning and design as that work will be happening in parallel.

Firms must show a demonstrated ability to create a comprehensive team of professionals to execute the work required in this RFQ. A chart identifying the roles and responsibilities of the assembled internal and external team is recommended.

2.2 Project Team

Identify the project principal, the project manager, key staff and all required sub-consultants. Present a brief discussion regarding how the team's qualifications and experience relate to the specific project.

The requirements for this RFQ is a team structure that include all the necessary skills required to fully execute the project including a suggested minimum of Architect team(s), Structural, MEP Engineering team(s), Preservation Consultant, Lighting Design, Acoustical Design, Landscape Architect, Kitchen Consultant, and Security. The Trust would be interested in any other consultants that you think would be necessary based on your experience.

Submissions should demonstrate and/or describe:

- Qualifications and relevant individual experience working on museum facilities
- Unique knowledge of key team members relating to this project
- Experience on similar projects as a team
- Time commitment of key staff, defined by individual
- Qualifications and relevant sub-consultants experience
- Working understanding of working with exhibition planning and design firms.



2.3 Project Approach

Please describe how you plan to accomplish the following project control and management items:

- Provide an overview of your suggested work plan and design schedule outlining your approach to completing the project in a timely manner under the integrated design process.
- Demonstrate your team's ability to provide cohesive and creative solutions to the project challenges and constraints.
- Provide an overview of your firm's Quality Control Methodology. How will you ensure procedures are followed related to the deliverables?
- Explain how you will ensure efficient and effective communication with the various user groups throughout the process.
- What would be your proposed approach to working with the exhibition design team?

2.4 Prior Experience

Present three (3) projects from the firm's portfolio that are similar in size, nature, and scope to the project described in this RFQ. The selected projects should all be the work of the same lead team proposed for this project. Please only include in-progress or completed projects.

In addition to images of the work, please provide a summary documenting:

- Design services provided general description of client's needs and goals and how these goals were met
- How excellence in your scope of services was maintained throughout the project
- Total budget for your services
- Total budget for the project
- Any awards or recognitions

2.5 References

Include three (3) references for each project profiled above. Include name, title, role in project and current contact information (phone number and email address). For completed projects, one reference should be from the construction team.

2.6 Small Business Enterprise Participation

Describe how your firm intends to support the participation of local small businesses.



3.0 Selection

3.1 Process

The Trust intends to select its design partners utilizing a three-stage process.

Stage One: Request for Qualifications from which a Selection Committee will identify an unspecified number of “short-listed” firms.

Stage Two: Project site orientation tour and in-person interview of “short-listed” firms. Representatives from the Selection Committee may choose to visit the offices or past projects of some or all the “short-listed” firms before identifying their top choice.

Stage Three: The top-ranked firm will be invited to enter contract negotiations with the Trust. If terms cannot be agreed upon, the Trust may elect to negotiate with the next highest ranked team but is under no obligation to do so.

3.2 Schedule and Submission

Meeting / Conference Call:

Currently a pre-submission meeting will be proposed via a ZOOM video conference on **July 8th, 2021**. Ultimately short-listed firms will be invited to visit the site for a tour with the project team prior to the in-person interview if the firms so desire.

Questions are due via email to Christina Robertson at AlamoPlan@thealamo.org by **June 30th, 2021 at 5pm**. Addenda will be issued as needed to all responders prior to video conference call.

The submittal shall be limited to (75) single-sided pages, 10 copies and one electronic copy must be submitted and received in the Alamo Trust, Inc. office on or before **July 22nd, 2021** at 3pm and delivered to:

Christina Robertson Chief
of Staff
Alamo Trust Inc.
321 Alamo Plaza, Ste 200
San Antonio, TX. 78205
AlamoPlan@thealamo.org



3.3 Evaluation of Proposals

1. Firm Capabilities (20 Points)

- a. Understanding of the project
- b. Level of professional services proposed

2. Project Team (20 Points)

- a. Experience
- b. Team Organization
- c. Ability to perform the work

3. Project Approach (20 Points)

- a. Demonstrated ability to manage the approved budget on complex projects
- b. Demonstrated ability to manage the approved schedule on complex projects
- c. Demonstrated ability to manage complex client and consultant teams on complex projects

4. Project Experience (20 Points)

- a. Quality of similar projects

5. References (15 Points)

6. Small Business Enterprise Participation (5 Points)

Your interest in our exciting project for the Alamo is greatly appreciated.

Sincerely:

Kate Rogers
Executive Director
Alamo Trust, Inc.