



CITY OF GARY
MAYOR EDDIE D. MELTON

REQUEST FOR DESIGN-BUILD QUALIFICATIONS

City of Gary ("Gary"), as **Owner**, is soliciting Qualifications from firms interested in providing Design-Build Services for the design and new construction of the Lake County Convention Center ("Facilities") west of and adjacent to the Hard Rock Casino, 5400 W 29th Ave, Gary, IN 46406 ("Project").

This Request for Qualifications ("RFQ") will identify a Design-Build firm capable of providing the above-mentioned services. All respondents to this RFQ are subject to the instructions communicated in this document and are cautioned to completely review the entire RFQ and follow instructions carefully. Gary reserves the right to reject any or all Qualifications, and to waive any technicalities and informalities at the discretion of Gary.

A. GENERAL PROJECT INFORMATION

Project Description

Per the Feasibility Analysis of a Potential Convention Center in Lake County, Indiana, July 9, 2018, completed by CSL International and for Northwest Indiana Regional Development Authority, the project program includes;

CONVENTION CENTER SPACE

(70,000 SF sellable, approx.
145,000 GSF)

A. Exhibit Hall: 40,000 SF sub-dividable, column-free, concrete floor with 30 to 35-foot ceiling height, utility floor grids, state-of-the-industry loading/access

B. Ballroom: 17,000 SF sub-dividable, column-free, carpeted, upscale, with 25 to 30-foot ceiling height

C. Breakout Meeting Rooms: 13,000 SF of breakout meeting space, sub-dividable, carpeted, upscale space.

Surface Parking and site work, including stormwater management.



See the Gary team's full response for the Lake County Commissioners RFP at <https://lakecountyin.gov/departments/commissioners/lccc/?f=/departments/commissioners/lccc/Lake%20County%20Convention%20Center%20Presentation%2011.06.24.pdf#view=Fit>

Project Budget

The all-inclusive Project cost is not to exceed \$143,000,000. **This project is funded with bond revenues and a state grant.**

Gary Project Team

The Design-Builder will hold a Contract with the Gary. All potential design-builders shall communicate with Gary's consultant Corrie Sharp, throughout the RFQ/RFP procurement process.

B. SCHEDULE OF EVENTS

The following Schedule of Events represents the Owner's best estimate of the schedule. All times indicated are prevailing times in Gary, Indiana. Gary reserves the right to adjust the schedule as the Owner deems necessary.

a. Deadline for submission of written questions and requests for clarification	7/18/25	3:00 PM csharp@gary.gov
b. Deadline for submission of responses to RFQ clarification questions	7/22/25	
c. Qualifications due to Gary	7/28/25	12:00 PM

C. SELECTION AND AWARD OF DESIGN-BUILD CONTRACT

A short list of respondents will be identified by Gary to continue on to the RFP. Gary will select the final Design-Builder using the Design-Build Statute as a guideline. The Design-Builder will be accountable to Gary for financial controls and overall cost.

Guideline for evaluation of DESIGN-BUILD Qualifications:

Design-builder Credentials	45 points
XBE and local participation, meeting min.	5 points
XBE and local participation, exceeding min.	5 points
Experience with Gary	2 points
Experience with working together	3 points
Project Approach	35 points
Ability to follow RFQ directions	5 points
Total	100 points

Notification

Design-Builders selected as finalists will receive written notification via an email. from the Owner for interviews to review their submissions and to answer questions prepared by the Owner based on the prior review of their submissions.

Each Proposer is responsible to promptly notify the Gary as to any change in the information in its submitted proposal. Failure to inform Gary within 24 hours of the occurrence of a change may result in the removal of the Proposer from consideration for the project.

Any changes to a Proposer entity after it has submitted its proposal may result in removal of the Proposer from consideration for the Project. Any additions, deletions, or substitutions in a Proposer's Team after it has submitted its proposal require a showing of compelling cause and must be clearly identified.

If the Proposer consists of a Joint Venture ("JV"), as part of the Proposer's Statement of Qualifications, a copy of the JV Agreement must be submitted for Gary's review and approval. The Gary shall have the right, as a condition of approval of the Proposer, to review the JV Agreement terms and conditions, and to require modifications thereto. The J/V Agreement thereafter cannot be materially altered or modified during the performance of the procurement process and award of the Contract and the Proposer's obligations and duties thereunder without Gary's consent.

Interviews

Gary reserves the right to conduct interviews with all or some of the Proposers at any point during the evaluation process. However, Gary may determine that interviews are not necessary. In the event interviews are conducted, information provided during the interview process shall be taken into consideration when evaluating firms using the above-stated criteria.

Each finalist will be notified in writing and informed of the place and time for the interview session. The time allotted for the interview shall not exceed one hour to include: 5 minutes for setup, 25 minutes for presentation, 25 minutes for Committee questions, and 5 minutes to adjourn. The format of the presentation session is at the discretion of the presenter. Members of the TRC will be present during all the presentations and interviews. Proposers shall not address any questions, prior to the interview, to anyone other than the contact designated in this RFQ.

Final Selection

Upon completion of the proposal evaluation, Proposers with the highest point totals as described herein Section C, will be notified of the Owner's intent to issue an RFP for the project and potential award of the Contract for the Project.

In the event the Contract is awarded tentatively to the successful Proposer selected, the Proposer will, within ten (10) business days after the notice of award, enter into a written contract with the Gary in the form included in the RFP, and give to Gary Performance and Labor and Materials Payment Bonds with good and sufficient sureties satisfactory to the Gary in the amount of one hundred percent (100%) of the Contract Price.

D. INSTRUCTIONS FOR PREPARING DESIGN-BUILD STATEMENT OF QUALIFICATIONS

1. Electronic copy provided via email
2. Each submittal shall be identical and include a transmittal letter.
3. Submittals must be typed on standard (8.5"x11" or folded 11"x17") paper.
4. The pages of the Qualifications must be numbered.
5. A table of contents, with corresponding tabs, must be included to identify each section.
6. Responses are limited to twenty (20) pages or less using a minimum of a 10-point font.
7. Any exhibits, affidavits, or other enclosure information called for may be included in an appendix and will not count toward the page limit.
8. Each proposal shall be prepared simply and economically, providing straightforward, concise delineation of respondent's capabilities.
9. Emphasis must be on completeness, relevance, and clarity of content.

E. STATEMENT OF QUALIFICATIONS MUST BE CATEGORIZED AND NUMBERED AS OUTLINED BELOW, AND RESPONSIVE TO ALL REQUESTED INFORMATION

1. Cover Letter
 - a. Answering; why you?
2. Design-builder Credentials
 - a. Statement that the design-builder credentials demonstrate compliance with **ALL** required qualifications
 - b. Project Team Organizational Chart: Present an organizational chart to depict the structure of the management hierarchy for both design and construction phases as well as the role of each individual proposed.
 - i. Design & Sub-consultant firm(s) credentials (provide all sub-consultants anticipated)
 - ii. Key Team Member Resumes
 - iii. List of sub-contractors that would be asked to bid, if short-listed for the RFP response
 - c. A list of XBE firms participating on the team. Per SEA 434, Section 11 (a), the following goals shall be consistent with the goals of delivering the project on time and within the budgeted amount and in so far as possible, using Indiana businesses for employees, goods, and services.
 - i. Minority business enterprises, 15% goal
 - ii. Women's business enterprises, 5% goal
 - d. A percentage of Gary businesses and/or residents participating on the team. Per SEA 434, Section 11 (b), the goal exists for hiring at least 20% of employees from local units:

- i. Located within the boundaries of the development authority, and
 - ii. With an unemployment rate that exceeds the statewide unemployment rate by more than 20%.
 - e. Provide a list of a minimum of two and a maximum of five projects completed within the last ten years of similar type and relevance.
 - i. If any of the proposed team members participated, describe their roles.
 - ii. Provide references with email and telephone contact information.
 - 1. Owner
 - 2. Local Building Official
 - iii. Provide project details (include photo)
 - 1. site size in acres
 - 2. building area
 - 3. height
 - 4. location
 - 5. original construction budget vs. actual construction costs
 - 6. original design and construction schedule vs. actual
 - f. Provide a current project list (design and construction phase) of the Prime Proposer.
 - g. Provide a statement of experience with Gary
 - h. Using the Design-Build Statute as a guideline design-builder may provide statements addressing:
 - i. Design-builder or the team members have completed or demonstrated the experience, competency, capability, and capacity to complete projects of comparable size, scope, or complexity.
 - ii. The proposed key personnel have sufficient experience and training to competently manage and complete the design and construction of the project.
 - iii. The design-builder or team members have the licenses, registrations, and credentials required to design and construct the project, including information on the revocation or suspension of a license, credential, or registration.
 - iv. The design-builder has the capacity to obtain all required payment and performance bonding, liability insurance, and errors and omissions insurance.
 - v. Design-builder or the employees of the team performing construction services, including the employees of all subcontractors, have completed, or are enrolled in an apprenticeship program certified by the United States Department of Labor Bureau of Apprenticeship and Training.
 - i. Design Builder must provide:
 - i. The experience modifier rate, the United States Occupational Safety and Health Administration total recordable case incident rate (TCIR) and days away, restricted or transferred case incident rate (DART) for the design-builder and each design build team, and the average United States Occupational Safety and Health Administration TCIR and DART rates for the industrial classification of the design-builder and each design-builder.
 - ii. Information regarding any prior serious, repeat, willful, or criminal violation of the federal Occupational Safety and Health Act of 1970 and any equivalent violation under a state plan authorized under Section 18 of the federal act that has become a final order.
 - iii. All open and unresolved litigation and disputes history.
 - iv. Information concerning the debarment, disqualification, or removal of the design-builder or a team member from a federal, state, or local government public works project. Information concerning the bankruptcy or receivership of the design-builder or a team member.
- 3. Project Approach
 - a. Detail how the team will manage the process and project to ensure budget and schedule compliance.
 - i. Include an approach statement addressing managerial resources and management plan for this project.
 - b. Explain how the team could manage unknown environmental issues and bring them to a resolution.
 - c. Detail the team's quality assurance and quality control process.
 - d. Detail the team's dispute resolution process.
 - e. Detail the team's approach to this project including, but not limited to, the site-specific interface with adjacent structures and traffic flow maximization.
 - f. Explain the team's capacity to begin work in 2025.

F. DELIVERABLES

Qualifications must be emailed prior to the deadline indicated in the *Schedule of Events* at the exact address below. No email or facsimile submissions will be accepted.

City of Gary, c/o Corrie Sharp, csharp@gary.gov

No submittals will be accepted after the time set for receipt. All expenses for preparing and submitting responses are the sole cost of the party submitting the response. Gary is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of the Owner.

Gary intends to procure a design-builder for this project. The Gary reserves the right to:

1. Terminate this process at any point without cause.
2. Reject any and all submittals, and/or to not proceed with an RFP or Contract award.

Submission of Questions and Requests for Clarification

Questions about any aspect of this RFQ, or the project, shall be submitted to: Corrie Sharp e-mail: csharp@gary.gov; the deadlines for submission of questions relating to the RFQ are the times and dates shown in the *Schedule of Events*.

Gary reserves the right to request clarification or additional information from any Proposer. Specific questions may be addressed to any Proposer and may consider further elaboration by the Proposer of any information previously submitted.