



TOURISM MAKERSPACE HUB REQUEST FOR QUALIFICATIONS (RFQ) ARCHITECTURAL / ENGINEERING SERVICES

PROJECT OVERVIEW

MMPL is requesting Statements of Qualifications (SOQs) from qualified Architectural/Engineering firms for the design and construction support of the Tourism Makerspace Hub, a renovation of approximately 2,736 sq. ft. within the second-floor freight-house wing. The project is funded through the North Dakota Destination Development Grant for completion during the 2025–2027 biennium.

MMPL has identified target functional areas—such as a Create Space, Fabrication Lab, Crafting Lab, Digital Lab, Podcasting Rooms, Production/Gaming Studio, Professional Kitchen, Classroom, and supporting storage and clean-up spaces. No concept map or fixed layout has been established; the selected A/E firm will develop schematic layouts that support innovation, operational flexibility, user experience, safety, code compliance, and long-term sustainability.

MMPL is also committed to strengthening local workforce development. As part of this project, the library intends to collaborate with Mandan High School’s Career & Technical Education (CTE) programs—including construction, electrical, plumbing, and welding—to provide structured, safe, and meaningful student learning opportunities. Firms demonstrating thoughtful approaches to such collaboration will be rated favorably.

SCOPE OF A/E SERVICES

- Refinement of conceptual needs; development of schematic layouts.
- Full architectural, structural, mechanical, electrical, plumbing, and accessibility design.
- Makerspace-specific integration: fabrication ventilation, acoustic treatment, digital and media production environments.
- Interior design: finishes, lighting, durability planning, ADA pathways, and wayfinding.
- Cost estimating at schematic, design development, and pre-bid phases.
- Preparation of complete construction documents and technical specifications.
- Bidding-phase assistance, contractor questions, and issuance of addenda.
- Construction administration including meetings, submittal review, site visits, and closeout.

STATEMENT OF QUALIFICATIONS REQUIREMENTS

SOQs shall be limited to a maximum of 20 single-sided pages or 10 double-sided pages and must address the following:

- Firm and Team Qualifications – technical capabilities, resumes, and relevant experience.
- Experience with Similar Projects – projects that demonstrate skill in designing flexible, innovative, and engaging spaces where people create, collaborate, learn, or participate in hands-on activities, emphasizing adaptable layouts and creative problem-solving.
- Project Understanding & Approach – methodology, communication, sequencing, schedule realism, and clarity of workflow.
- Knowledge of Codes & Local Conditions – understanding of Mandan/North Dakota requirements and building environment.
- Team Availability & Capacity – ability to meet project schedule and maintain communication throughout.
- Innovation & Sustainability – forward-thinking design, environmentally sustainable materials, and energy-efficient systems.
- Educational Collaboration – willingness and ability to collaborate with Mandan High School’s CTE programs (construction, electrical, plumbing, welding) to create safe, meaningful learning opportunities for students.

MMPL may invite shortlisted firms for interviews. A single firm will be recommended for negotiation; if an agreement cannot be reached, negotiations will proceed with the next highest-ranked firm. MMPL reserves the right to reject any or all submissions.

SUBMISSION INSTRUCTIONS

Deadline: SOQs must be received by 5:00 pm CT on Wednesday, March 11, 2026.

Submit six (6) hard copies and one (1) digital PDF.

Deliver to:

Morton Mandan Public Library

Attn: Barb Sandstrom, Library Director

609 W Main Street

Mandan, ND 58554

Email inquiries: bsandstrom@mandanlibrary.org

OPTIONAL SITE VISIT

Firms may schedule a walkthrough to assess structural, mechanical, electrical, and accessibility conditions.

ANTICIPATED TIMELINE

- RFQ Release: Friday, February 13, 2026
- SOQ Deadline: Wednesday, March 11, 2026
- Interviews (if held): March 16 -19, 2026
- Firm Selection: Tuesday, March 24, 2026
- Design Phase: 2026
- Construction Phase: 2026–2027
- Completion: June 1, 2027, biennium

ATTACHMENT A – DETAILED SCOPE OF WORK

The following scope outlines expected services from the selected A/E firm. These requirements support innovation, flexibility, tourism experience, sustainability, operational effectiveness, and community partnership.

1. Pre-Design Services

- Review MMPL program needs and square footage requirements.
- Conduct onsite assessment of mechanical, structural, electrical, plumbing, and life-safety conditions.
- Identify constraints and opportunities unique to the second-floor freight-house structure.
- Meet with MMPL leaders and stakeholders to refine needs.
- Develop multiple schematic layout concepts.
- Prepare preliminary cost estimates.

2. Architectural Design Services

- Prepare architectural drawings: plans, elevations, sections, and construction details.
- Program and plan for all functional zones (maker, fabrication, digital media, kitchen, storage, classroom).
- Design for flexibility, public safety, durability, and inclusive accessibility.
- Coordinate interior finishes, lighting, environmental comfort, and materials.
- Recommend energy-efficient and sustainable design strategies.

3. Engineering Services

- Structural evaluation and reinforcement as needed.
- HVAC modifications including fabrication exhaust and kitchen ventilation.
- Electrical upgrades including power distribution for equipment and technology needs.
- Plumbing for sinks, clean-up, kitchen, and circulation systems.
- Acoustic evaluation and recommendations for podcasting and media studios.

4. Cost Estimating

- Prepare estimates at schematic, design development, and pre-bid stages.

5. Construction Documents

- Complete bid-ready drawing sets and specifications.

6. Bidding Support

- Respond to bidder questions, prepare addenda, and assist in bid review.

7. Construction Administration

- Attend meetings
- Review shop drawings, submittals, and samples.
- Conduct site inspections.
- Prepare punch lists and assist with closeout.

8. Post-Construction Support

- Provide as-built documentation and final review assistance.

9. Collaboration with Mandan High School CTE Programs

- Identify structured, safe, age-appropriate ways for CTE students (construction, electrical, plumbing, welding) to observe, learn, or engage during design or construction.
- Coordinate learning opportunities such as walkthroughs, demonstrations, or Q&A sessions.
- Ensure compliance with safety protocols and supervision requirements.
- Propose optional supplemental educational materials or interactions.