

Request for Proposal

OSU-Tulsa

Technology Innovation Park Commercial Development

A University Center at Tulsa Authority Development Project

RFP 20151110

1. Overview

- 1.1. The University Center at Tulsa Trust Authority (UCT) is a municipal trust established to bring public higher education to the City of Tulsa. The Tulsa Urban Renewal Authority (now the Tulsa Development Authority or TDA) deeded land to UCT for a campus and future development. The redevelopment agreement between TDA and UCT provided, in part, that the land will be used for facilities and housing reasonably related to or in support of the university function, including commercial, business, and industrial enterprises necessary to or reasonably related to the operation of UCT. While originally a consortium of universities, since January 1, 1999, UCT has been the home for the OSU-Tulsa campus.
- 1.2. In 2008, the Helmerich Research Center was opened on the OSU-Tulsa campus. This 125,000 sq/ft facility is home to academic researchers and graduates with an interest in assisting local businesses with research and testing to grow the local economy and create jobs. However, there is only so much that can be done in an academic facility. The next natural step is to create a technology park with facilities for private sector tenants to do large scale testing and targeted research. Such facilities around the country result in valuable opportunities for the university and private sector to work together. Thus, UCT is in the early stages of planning for and development of one or more technology facilities.
- 1.3. These days, a technology facility does not simply stand alone. Technology parks develop complimentary commercial developments to provide spaces for restaurants, coffee shops, technology/digital/book stores, upstairs apartments, possibly a hotel/apartment facility, with pedestrian friendly green spaces. These are just examples of how the related commercial development might evolve, all of which would be attractive to our students, researchers, from both the private sector and the university, and the surrounding areas. This development site of approximately 10 acres is just north of the Cains Ballroom, the Brady Arts District, and Interstate 244.

2. Objective

The objective of this RFP process is to secure a master developer to develop the commercial part of the OSU-Tulsa Technology Innovation Park. Thus, the selected developer will develop the park excluding the technology testing/research buildings.

3. Conveyed Interest

The conveyed interest of the site is to provide a ground lease. The proposed terms of the lease (i.e. duration, consideration) shall be submitted by each of the proposers.

4. Site Overview

As shown in the attached map, Attachment #1, the subject site encompasses approximately 8 acres + or -. Attachment #2 is a preliminary concept of how the site might be developed/used in very general terms. The site is generally bound to the south by Interstate 244, to the north by John Hope Franklin Avenue, to the east by Boston Avenue, and to the west by Boulder. The technology building(s) will reside north of this commercial development (just north of John Hope Franklin).

5. Other Site Considerations

5.1. Currently the Salvation Army residential Adult Rehabilitation Center resides on part of the acres to be developed. Efforts are underway to relocate this facility but funding and an alternative site have yet to be secured as of the date of this RFP.

5.2. Rezoning will likely be required and the vacating of some streets may be needed for development. Utility lines may need relocation depending on the site plans that are adopted. The UCT may do all or some of this work dependent upon negotiations with the selected developer/proposer.

6. Project Considerations When Developing a Proposal

6.1. This property is to be developed consistent with commercial enterprises that would be found on or near a university campus and be supportive of one or more constituents including students, faculty, staff, researchers, research staff and graduate students, the university, and the general community.

6.2. The UCT would like the proposer to consider the following to determine if these suggested components might be appropriate and viable for the site:

- A. A hotel or a combination hotel/apartments
- B. Favorable apartments for students (up to 15 apartments either as a part of the hotel/apartment complex or second floor apartments situated above retail shops and/or offices). The apartments would possibly be smaller than others with less expensive features.
- C. A store front retail space for an OSU – Tulsa book/apparel/digital store with favorable rental rates.
- D. Restaurant(s) and a coffee shop
- E. Other commercial ventures that would complement the university and the technology facilities, such as office space for entities such as i2E, The Forge, other innovation and/or commercialization entity spaces.
- F. Parking for the development; a 2-3 level garage.
- G. Pedestrian friendly, welcoming greenspaces and/or plaza area.
- H. Provide a revenue stream for the UCT for support for the academic campus.

7. Submission Requirements & Procedures

- 7.1. Responses will be opened by Oklahoma State University - Tulsa at the office of the AVP of Budget & Finance or designee, 700 N. Greenwood Ave., Tulsa, Oklahoma, at the time and date shown on this RFP. RFPs received after the time shown will not be considered.
- 7.2. Responses are to be submitted in a sealed envelope containing only one RFP. Envelopes are to be clearly marked with bidder name and address in the upper left corner and with RFP NUMBER AND CLOSING DATE AND TIME in the lower left hand corner. The Purchasing Department reserves the right to reject any or all bids or parts of bids.
- 7.3. Responses must be typewritten or written in ink, and corrections must be initialed. Penciled responses will not be accepted. Any award will be made on the basis of bidder's name as shown on the response.
- 7.4. This proposal must be made out in the corporate name of the bidder and must be fully and properly executed by an authorized person and signed in ink with full knowledge and acceptance of all its provisions.
- 7.5. A pre-proposal meeting will be held on [Wednesday, October 14th, 2015 at 9:30 am in Administration Hall, Executive Conference room. Pre-proposal attendance will also be available by phone and or computer.](#) This meeting is not a mandatory.
- 7.6. No interpretation of the meaning of any provided materials will be considered valid unless such request for interpretation is addressed to the Office of the AVP of Budget and Finance and is received at least five (5) days prior to due date fixed for the opening of responses. Any and all such interpretations and supplemental instructions will be in

the form of written addenda and will be sent to all prospective bidders if the competitive nature of the bidding is affected. All questions should be submitted by mail at the address listed in (10.2), or preferably emailed to kevin.holmes@okstate.edu. Please reference RFP20151110. Bid process questions can be asked by phone. 918-594-8342.

8. Insurance

8.1. The successful respondent shall become a Lessee of the UCT Authority and at Lessee's sole expense, shall maintain in full force and effect, certain insurance policies written by an insurance company authorized to do business in the State of Oklahoma and in such form and with such endorsements as shall protect the Authority against any and all damages, loss, claim, or expense resulting from the construction and operation of this development by Lessee. At a minimum, Lessee shall be required to maintain the following described insurance policies in the following amounts:

- A. Workers Compensation Insurance as prescribed by State Statute;
- B. Employer's Liability Insurance - \$100,000 each accident; and
- C. Comprehensive General Liability:
 - C.1. Bodily Injury - \$100,000 for individual any single accident
 - C.2. Bodily Injury - \$500,000 multiple claimants any single accident
 - C.3. Property Damage - each accident - \$100,000
 - C.4. Products Liability Insurance - same as Bodily Injury

The policy described in Item C above shall name the University Center at Tulsa Trust Authority as "additional insured."

9. Other Considerations

9.1. The UCT does not have financing available.

9.2. The UCT reserves the right to issue Addenda to this RFP for purposes of clarification.

9.3. The UCT reserves the right to accept or reject any or all proposals, with or without cause.

9.4. The UCT reserves to the right for final approval of all architectural plans, building materials and colors. Such approval shall not be unreasonably withheld and is intended to ensure a continued OSU campus theme/look.

10. Selection Process

10.1. UCT will make its selection through a committee process based on the information provided by the respondent in the RFP. The selection process may incorporate oral presentations and interviews of the firms and individuals submitting proposals in response to this RFP. Final approval will rest with the UCT. UCT reserves the right to evaluate the proposals submitted, waive any irregularities therein, or reject any and all proposals should it be deemed in its best interest.

10.2. All proposals must be received prior to **4:00 p.m. CST, Tuesday, November 10th, 2015. Proposals shall be delivered to OSU-Tulsa, Office of Budget & Finance, room 253 North Hall, Tulsa, OK 74106. Submittals received after this deadline will returned unopened. Email and fax proposals will not be accepted.**

11. The following criterion shall be used for proposal evaluation:

- Quality, reputation and ability to perform (0-20 pts)
- Master development plan (0-15 pts)
- Verification of financial resources and plan (0-10 pts)
- Experience in the local market (0-10 pts)
- Demonstrated understanding of the unique needs/desires of this university technology minded development (0-10 pts)
- New, creative, better ideas for the site (0-10 pts)
- Pedestrian and greenspace appeal (0-5 pts)
- Project start and completion dates (0-5 pts)
- Site and tenant management experience (0-10 pts)
- Ability to tie in the OSU-Tulsa campus through subtle and/or not so subtle architectural styles, colors and/or signage (0-5 pts)

12. Proposal Submission requirements

12.1. The proposal will begin with a one page executive summary

12.2. An index page will follow denoting the page location of each of the categories listed above. Categories will be kept in the same relative order.

12.3. Additional materials may be attached / included.

12.4. Ten (10) bound copies and one electronic copy of the proposal shall be provided in the sealed envelope / package upon submittal.

NON-COLLUSION CERTIFICATION

This form must be completed and submitted with the RFP response.

_____, of lawful age, being first duly sworn, on oath says:

1. He/She is the duly authorized agent of _____, FEI/SS# _____, the contractor under the contract which is attached to this Certification, for the purpose of certifying the facts pertaining to the giving of things of value to government personnel in order to procure said contract;

2. He/She is fully aware of the facts and circumstances surrounding the making of the contract to which this Certification is attached and has been personally and directly involved in the proceedings leading to the procurement of said contract;

3. Neither the contractor nor anyone subject to the contractor's direction or control has paid, given, or donated or agreed to pay, give, or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring the contract to which this Certification is attached; and

4. The contractor has not entered into a contract with the agency or any other State agency which would result in a substantial duplication of the final product required by the proposed contract.

5. No person employed to fulfill any of the services provided for under said contract has been involved in the development of the contract while employed by the State of Oklahoma.

(Name)

(Title)

ATTACHMENT 1



UCT Land Use Plan



March 2015

ATTACHMENT 2



OSU Technology Park and Commercial Development - 14.9 acres
UCT Land Use Plan



July 2015