



**BUREAU OF ADMINISTRATION
OFFICE OF THE STATE ENGINEER**

Joe Foss Building
523 East Capitol Avenue
Pierre, South Dakota 57501-3182
Phone: 605.773.3466
Fax: 605.773.5980
<http://boa.sd.gov/divisions/engineer/>

MEMORANDUM

DATE: January 29, 2016

FROM: Kristi Honeywell, P.E.

RE: South Dakota Art Museum Addition and Renovation
South Dakota State University
Brookings, South Dakota
OSE # R0316—21X

The Office of the State Engineer, on behalf of South Dakota State University, is soliciting Statements of Interest from firms interested in providing professional architectural and engineering services for the project referenced above. Your firm has expressed interest in projects of this size and type in the Brookings area.

The scope of design services will include Architectural Programming and Concept Development services for the renovation and addition to the South Dakota Art Museum. The Museum is located adjacent to Medary Avenue on the west edge of the historic SDSU campus green. It is also located immediately north of the historic Coughlin Campanile. Any addition to the building will need to be designed to further define the edge of the historic green without distracting from the iconic status of the Coughlin Campanile.

The expansion of the museum will include space for the growing Harvey Dunn and Native American art collections. Expanded gallery space will allow the Museum to display, at all times, two of its major collections. Aesthetic design requirements for the project will include designing space and facilities that focuses on the exhibits and complements the work on public display. The design of the facilities will be subservient to the art works and the functions of the museum. The facility will be designed to complement the historic campus green and respect the design and material use of the buildings bordering the historic campus green.

In addition to expanded gallery space the project will include new collection storage space and work space. The storage space will include storage racks, flat files, and allow for future expansion of the Museum's collections. All spaces will be required to be temperature and humidity controlled for proper archival storage of the artwork. Some existing spaces may be repurposed or renovated to serve the program needs. Existing utilities may need to be upgraded to serve the expansion of the building. The design will also need to consider maintenance and repair items in the renovation of the existing building which include improvement to the perimeter foundation drain tile, elevator replacement, increase

wireless network capabilities, replacement of aluminum storefront entries, roof replacement, restroom renovations, and exterior stair replacement.

SDSU estimates that the additional space needs will range from 7,000 to 8,000 gsf. Initial planning services shall include architectural programming and schematic design services. Perspective drawings of the exterior and interior will be required as part of the schematic design services. Conceptual design images of potential floor plans, elevations, perspectives shall be included in the scope of services. The project timetable may be suspended temporarily for private fundraising efforts to be completed when the schematic design services have been completed.

Firms desiring to be considered for providing professional services for this project should send a Statement of Interest that outlines their qualifications and experience for this project. Statements of Interest should include at a minimum:

- Specialized expertise, capabilities and technical competence in design of museum gallery space, archival storage space as well as general experience in design of institutional facilities. Provide project examples that include a brief description of the project scope, the year the work was completed, and the extent of consultant services provided. (30%)
- Resources and personnel available to perform the professional design services. Provide resumes of those who will be providing the professional services throughout the duration of the project, and what responsibilities each person will have in the proposed project. Resumes shall include project examples that illustrate the broader background experience of the personnel and each individual's role in each project listed; as well as, abilities to design to specialized project conditions. (30%)
- Record of past performance, including price and cost data from previous projects, quality of work, ability to meet schedules, cost control, and contract administration. (10%)
- Ability and proven history to accommodate specialized project conditions (e.g. special use spaces, phasing restrictions, unusual sites, particular design or technology requirements). (10%)
- Provide a description of your firm/team's methods for architectural programming, schematic design, managing previous projects, cost projection information, ability to meet established design schedules, how special project constraints were developed and met, construction administration, adherence to design requirements and contract administration. Provide information on your proposed approach to ascertain the scope of the specialized nature of this project. Provide information or excerpts from facility programming documents that illustrate completed program phase documentation. (10%)
- Availability and familiarity with project locale. (5%)
- Familiarity with project locale. (5%)

A short list of three firms shall be selected by the OSE project engineer, members of SDSU Facilities and Services, and the South Dakota Art Museum staff. The short list will be selected from the Statements of Interest submitted. Once a short list is established, the selected firms will be required to interview before the Building Committee and the members of short list task force. Questions or requests for additional information about the project and the areas of work may be directed to the Campus Architect Leslie Olive at the SDSU Office of Facilities & Services (p. 605-688-6251 or c. 605-691-

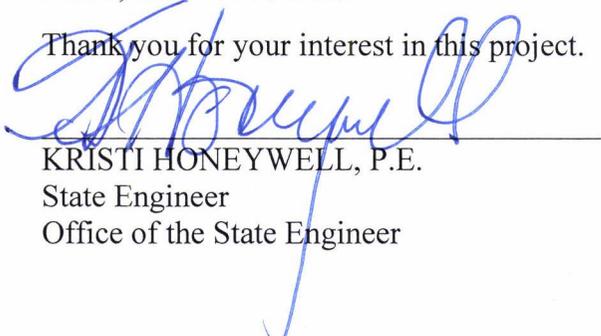
3421), or to John Ullmann at the Office of the State Engineer (p. 605-773-3897). The Preliminary Facility Statement approved by the South Dakota Board of Regents is available upon request.

Copies of the Statement of Interest must be submitted by recyclable hard copy and in digital format (pdf) by 5:00 pm CDT, February 19, 2016 as directed to each of the following:

John Ullmann
(2 hard copies, 1 CD/USB drive)
Office of the State Engineer
523 E Capitol
Pierre, SD 57501-3182

Leslie Olive, RA
(5 hard copies, 1 CD/USB drive)
SDSU Facilities & Services
Box 2150 FS 100
Brookings, SD 57007

Thank you for your interest in this project.



KRISTI HONEYWELL, P.E.
State Engineer
Office of the State Engineer