Islamic Center of Detroit, Inc.

REQUEST FOR PROPOSAL
(RFP)

Architectural Schematic Design
Design Development
Construction Documentation
Construction Administration

ISLAMIC CENTER OF DETROIT
COMMUNITY HEALTH CLINIC

Islamic Center of Detroit, Inc.
14350 Tireman Avenue
Detroit, Michigan 48228
Phone: 313-584-4143 | Director@icdonline.org

RFP ID: 12523
Prepared By: Amanda Spacil
Date: February 1, 2023

REQUEST FOR PROPOSAL
ISLAMIC CENTER OF DETROIT COMMUNITY HEALTH CLINIC
Detroit - Michigan

RFP ID: 12523
PROPOSAL SUBMISSION DEADLINE: Feb. 28, 2023, 5:00PM EST
QUESTION SUBMISSION DEADLINE: Feb. 10, 2023

Questions may be submitted in written form to:

Contact Name:	Mr. Sufian Nabhan
Contact Address:	14350 Tireman Avenue Detroit, Michigan 48228
Telephone Number:	313-584-4143
Email Address:	Director@icdonline.org

INTRODUCTION
Islamic Center of Detroit, Inc. (ICD) invites and welcomes proposals for their Islamic Center of Detroit Community Health Clinic and Community Center project. Based on your previous work experience, your firm has been selected to receive this RFP and is invited to submit a proposal. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the "PROPOSAL SUBMISSION DEADLINE."

BIDDERS SHOULD NOTE THAT ANY AND ALL WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL MUST BE ACCOMPANIED BY BACKGROUND MATERIALS AND REFERENCES FOR PROPOSED SUBCONTRACTOR(S) – NO EXCEPTIONS.

PROJECT AND LOCATION
The project associated with this RFP is or shall be located at 20390 Tireman Avenue, Detroit, Michigan 48228.

PROJECT MANAGER CONTACT INFORMATION
The following individual(s) are the assigned contacts for the following:

For questions or information regarding RFP Response, contact:

Name:	Mr. Sufian Nabhan
Title:	Executive Director
Phone:	3135844143
Fax:	
Email:	Director@icdonline.org

PROJECT OBJECTIVE
The objective and ultimate goal for this project is ICD aims to develop and implement a Federally Qualified Health Center (FQHC) look-alike center to provide convenient, accessible, and appropriate care to the underserved community of Wayne County. Specifically, this FQHC look-alike will provide free primary care, dental, and mental health services for those who are uninsured and underinsured in metropolitan Detroit. Additionally, this healthcare facility (located near the ICD community center in Northwest Detroit) will offer social and supportive services through a community center located on the second floor of the building. All services are offered to the public, free of charge, without copays or fees of any type; as well as preventative screenings, health assessments, addiction and prevention education, and supportive service referrals to specialists, as needed.

PROJECT SCOPE AND SPECIFICATIONS
Through this request for proposal, the Islamic Center of Detroit aims to hire an Architect/Construction Administrator to rehabilitate the old Kosciusko Elementary School located in Detroit, MI to develop and implement a Federally Qualified Health Center (FQHC) look-alike center and community center to provide convenient, accessible, and appropriate care to the underserved community of Wayne County. Specifically, this FQHC look-alike will be in a census tract of a federally qualified medically underserved area of Wayne County, MI.

The establishment of the clinic will provide a health home for underserved people, improving public health, reducing the burden on hospital emergency rooms by addressing chronic conditions that result in secondary and tertiary conditions to vulnerable populations, and providing needed services such as free immunizations for uninsured children.

A breakdown of services by phase:

Schematic Design – including Site Evaluation and Project Feasibility (2 to 3 early conceptual designs).
Design Development – further development of 1 owner approved design direction.
Contract Documents – development of construction documentation.
Bidding & Negotiation – assisting with evaluating contractor & subcontractor bids.
Construction Administration – managing the construction process with on-site observation and resolving Requests for Information.

Location Specifications:
Address: 20390 Tireman
Parcel: 22001637-9
District: 7
SNF Area: Warrendale/Cody/Rouge
Owner: Islamic Center of Detroit
Site Area: 1.63 ac (3.70 ac w/ city parcel) Gross Floor Area: 35,120 sf
Floors: 2
Plan Type: L
School Type: Elementary
Year Built: 1955
Zoned: R1

Floor Plan Specifics:
28,200 sf net floor area

Structure
• Cast-in-place Concrete

Roof System:
• Concrete deck
• Built-up roof with stone ballast
• Modified bitumen flashing
• Internal drains

Facade:
• Brick
• Limestone, Granite, Concrete accents

Floor System:
• Concrete w/ steel pan joist

Interior Walls (original unit):
• CMU

Windows
• Aluminum/glass block ribbon

Building Specifications:
2-story T-plan with classrooms double-loaded along main corridor.

Modern architecture with wide, continuous ribbon windows throughout, emphasizing horizontality of building.

Mid-century modern auditorium with large windows, a unique and striking space.

Gym is small but lots of natural light from both east and west elevations.

Roofline extends past the facade and wraps around the side of the building, post-and-beam construction with CMU infill walls.

Building Circulation:
Both floors of Kosciusko are organized along one double-loaded corridor. There are three primary entrances: one main entrance in the center of the corridor on the south frontage, and two entrances at the ends of the corridor. Stairways are located at the far ends of the corridor.

Corridors are 12′ wide, with ceiling heights of 11′ 4″ on the first floor and 8′ 5″ on the second.

Building Common Areas:
This school features an auditorium and a multipurpose gym/cafeteria. Both spaces are located at the west end of the building. Neither space has dedicated exterior access.

The auditorium is a striking space with mid-century modern architectural features and tall, south-facing windows. The gym is 40' x 60′ with 19′ ceilings and ample natural lighting.

Building Classroom Areas:
Classrooms are located on both levels and are double loaded along the east wing of the building.

Due to the post-and-beam structural system and continuous band windows, the partition walls between classrooms could be easily reconfigured.

Typical classrooms are 22′6″ x 30′ with 11′ ceilings. ***PLEASE SEE ATTACHMENT A FOR FLOOR PLAN AND PHOTOS.***

SCHEDULED TIMELINE
The following timeline has been established to ensure that our project objective is achieved; however, the following project timeline shall be subject to change when deemed necessary by management.

MILESTONE	**DATE**
Project Design Complete:	Aug. 1, 2023
Design Approved:	Sept. 1, 2023
Bidding/Negotiation Begins:	Oct. 1, 2023
Construction Administration:	Dec. 1, 2023-onward

PROPOSAL BIDDING REQUIREMENTS

PROJECT PROPOSAL EXPECTATIONS
Islamic Center of Detroit, Inc. shall award the contract to the proposal that best accommodates the various project requirements. Islamic Center of Detroit, Inc. reserves the right to: (i) award any contract prior to the proposal deadline or prior to the receipt of all proposals, (ii) award the contract to more than one Bidder, and (iii) refuse any proposal or contract.

INTENT TO SUBMIT PROPOSAL
All invited Bidders are required to submit a "Letter of Intent" no later than February 10, 2023 informing Islamic Center of Detroit, Inc. of their intent to either submit or decline to submit a proposal.

DEADLINE TO SUBMIT PROPOSAL
All proposals must be received by Islamic Center of Detroit, Inc. no later than 5:00PM EST on March 31, 2023 for consideration in the project proposal selection process.

PROPOSAL SELECTION CRITERIA
Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

1. Proposals received by the stipulated deadline must be in the correct format.
2. Bidder's alleged performance effectiveness of their proposal's solution.
3. Bidder's performance history and alleged ability to timely deliver proposed services.
4. Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
5. Overall cost effectiveness of the proposal.

Islamic Center of Detroit, Inc. reserves the right to cancel, suspend, and/or discontinue any proposal at any time, without obligation or notice to the proposing bidder.

PROPOSAL SUBMISSION FORMAT
The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background

1. Bidder's Name(s)
2. Bidder's Address
3. Bidder's Contact Information (and preferred method of communication)
4. Legal Formation of Bidder (e.g. sole proprietor, partnership, corporation)
5. Date Bidder's Company was Formed
6. Description of Bidder's company in terms of size, range and types of services offered and clientele.
7. Bidder's principal officers (e.g. President, Chairman, Vice President(s), Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise.
8. Bidder's Federal Employee Identification Number (FEIN)
9. Evidence of legal authority to conduct business in Michigan (e.g. business license number).
10. Evidence of established track record for providing services and/or deliverables that are the subject of this proposal.
11. Organization chart showing key personnel that would provide services to Islamic Center Of Detroit, Inc.

Financial Information

- Provide a copy of the most recent audited financial statement, or an annual report by a certified public accountant.
- State whether the Bidder or its parent company (if any) has ever filed for bankruptcy or any form of reorganization under the bankruptcy code.
- State whether the Bidder or its parent company (if any) has ever received any sanctions or is currently under investigation by any regulatory or governmental body.

Proposed Outcome

- Summary of timeline and work to be completed.

Equipment or Service

- List any and all equipment or services required for this proposed project and the number of each.
- Detailed estimated cost for each piece of equipment or service.
- List any or equipment or services required of a subcontractor, along with a brief explanation.
- List any accommodation, services, or space required from Islamic Center of Detroit, Inc., along with a brief explanation.

Cost Proposal Summary and Breakdown

- A detailed list of any and all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Brief summary of the total cost of the proposal.

Licensing and Bonding

- Provide details of licenses and bonds (if any) for any proposed services that the bidder/contractor may plan on providing for this project.

Insurance

- Details of any liability or other insurance provided with regard to the staff or project.

References

- Provide 2 references

By submitted a proposal, Bidder agrees that Islamic Center of Detroit, Inc. may contact all submitted references to obtain any and all information regarding Bidder's performance.

ATTACHMENT A