

MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, ICMA-CM, CPM
City Manager

SUBJECT: *Status Report* DATE: December 13, 2018

Status Report

1. South Lake Preliminary Plan Amendment

Last week, City staff became aware that Karington LLC officially amended their Preliminary Plan of subdivision (reviewed by the City Council on September 17th) to decrease the number of dwelling units in the application from 695 to 66 dwelling units. The result is that the total number of dwelling units in South Lake will increase by 66 from the 1,294 units currently approved to 1,360 total dwelling units. This matches the dwelling unit total contained in Karington, LLC's Tax Increment Financing (TIF) application. In addition, staff learned this week that the County Planning Board hearings for the current Preliminary Plan, and a reconsideration of the original Preliminary Plan, have been rescheduled to January 10th.

2. Bowie State University Living-Learning Residence Hall RFQ Released

Staff learned that the Maryland Economic Development Corporation (MEDCO) released a Request for Qualifications (RFQ) on December 3. The RFQ is the opening effort on the part of Bowie State University to create a public-private partnership to construct a much needed on-campus student residential facility. The property is not within the corporate limits of the City. The deadline for response submission to the RFQ is December 21, 2018. The University expects the entire project to be completed and ready for occupancy in time for the Fall 2021 semester- attachments available.

The Project will encompass 3 programmatic components: a residence facility, retail space, and an entrepreneurship center. The residence hall will cater to BSU's growing population, and be conducive to the needs of today's 21st century learners, providing students with living space that is flexible and open to promote the development of essential skills for today's marketplace and economy.

The Project is preliminarily envisioned as a four to five story building, prominently situated on the Project site and incorporate forward thinking high-quality modern architectural design that complements the character of Bowie's campus and enhances the surrounding community. Retail and entrepreneurial uses should be located on the ground floor and accessible to visitors.

Retail space is included in the Project program to: (a) provide an additional revenue stream to BSU, (b) offer the opportunity to create an active and vibrant gateway to the campus, (c) offer job opportunities to the BSU student population, (d) diversify the retail and amenity offerings on BSU's campus, and (e) promote the educational mission of BSU to the community through entrepreneurial endeavors.

The Project, to be built on University owned property near the Route 197 entrance to campus, is conceptually envisioned to include the following elements:

1. No less than 450 beds of student housing arranged in suites (without kitchens) and clustered in common 'pods' that share open spaces on each floor
2. Parking for 100-125 cars including designated parking for retail
3. Retail space of at least 3,000 sf
4. An entrepreneurship center of approximately 6,000 sf
5. Open spaces/lounges to serve pods for subject collaboration
6. Conference Room(s)
7. Vending (Central)
8. Convenience Store (Central)
9. Laundry Room(s) on each floor
10. Two technology-enhanced classrooms
11. Game Room
12. TV Lounge(s)
13. Fitness Room
14. CCTV surveillance of the interior and exterior
15. Kitchens(ettes) on each floor

The point-of-contact at MEDCO is John Genakos at j_genakos@medco-corp.com

ADL/lfr
Attachments

***Maryland Economic Development Corporation
Bowie State University Living-Learning Residence
Hall Project***



Request for Qualifications

**MARYLAND ECONOMIC DEVELOPMENT CORPORATION
MEDCO
300 E. LOMBARD STREET, SUITE 1000
BALTIMORE, MD 21202
Phone: (410) 625-0051: Fax (410) 625-1848**

Issue Date: 12/3/2018
Submission Deadline: 12/21/2018
Request to: Real Estate Development Firms

The Maryland Economic Development Corporation (“MEDCO”) is seeking responses for this Request for Qualifications (“RFQ”). This RFQ is intended for real estate development firms with experience working with institutions of higher learning and developing mixed-use facilities (“Prospective Offeror” or, plural “Prospective Offerors”). This RFQ is being issued by MEDCO for the purpose of assisting Bowie State University (“BSU”) in selecting a Development Team (as defined herein) capable of designing and building an approximately 450-bed residential living-learning facility, which shall include space for retail and an entrepreneurship center, to be financed and owned by MEDCO and BSU as further described below (collectively, the “Project”).

Overview of the RFQ/Solicitation Schedule

- 1) This RFQ is the first part of a multiple step MEDCO solicitation process. No more than five qualified and selected Prospective Offerors will be shortlisted to receive a Request for Proposals (“RFP”) for further consideration and response. Select Prospective Offerors to the RFP will be invited to an in-person interview. The solicitation schedule, which is subject to change in MEDCO’s sole and absolute discretion, is expected to be as follows:

Item	Date
RFQ Released	12/3/2018
RFQ Questions due from Prospective Offerors	12/11/2018
RFQ Responses from MEDCO	12/13/2018
RFQ Responses Due	12/21/2018
Notification to Shortlisted Firms/RFP Released	1/9/2019
One-on-One Meetings with Prospective Offerors	Week of 1/28/19
RFP Questions due from Prospective Offerors	1/31/2019
RFP Responses from MEDCO	2/6/2019
RFP Responses Due	3/5/2019
Interviews with select Prospective Offers	Week of 3/11/19
Notification of Selected Development Team	3/31/2019

- 2) RFQ questions may be submitted to MEDCO on a rolling basis, per section 7 below, and will be answered within two business days of receipt. As noted in the solicitation schedule above, the last day RFQ questions may be submitted by Prospective Offerors is 12/13/2018.
- 3) Failure of a Prospective Offeror to provide in its response to this RFQ any information requested in this RFQ may result in disqualification of the Prospective Offeror.

- 4) It is the sole responsibility of Prospective Offerors to provide all required information as identified in this RFQ.
- 5) During the evaluation process, direct discussions may be conducted between MEDCO and Prospective Offerors.
- 6) MEDCO reserves the right to reject any or all RFQ responses, to waive informalities in RFQ responses and to select the RFQ response deemed to be in the best interest of MEDCO.
- 7) All enquiries and requests for clarity related to this RFQ are to be directed, in writing via email, to:

John Genakos
Director for Development
Maryland Economic Development Corporation
j_genakos@medco-corp.com

Information obtained from any other source is not official and should not be relied upon.

- 8) Electronic copies and one hardcopy of each RFQ response must be received before 5pm, on 12/21/2018. Electronic copies of each response shall be sent to j_genakos@medco-corp.com. The Hard copy of each response shall be sent via certified mail to the MEDCO address stated on the cover page, care of John Genakos. RFQ responses should be clearly marked with the name and address of the Prospective Offeror and the Project title.
- 9) MEDCO will check RFQ responses against the evaluation criteria set forth herein. No more than five qualified Prospective Offerors will be selected to receive a copy of the RFP on 01/09/2019.

PROJECT VISION

The Project presents a unique opportunity for BSU to create an exciting, vibrant community that will attract students, entrepreneurs, small businesses and the larger community to the campus, the county and the region. The Project is intended to connect the campus to the

larger community in Prince George's County and to be an integral element of the entrepreneurship ecosystem in County. The Project will provide a hub for services and supports to spur idea creation and small business development while supporting the residential needs of students enrolled at the University. The Project is intended to facilitate intellectual exchange, promote social interaction, generate innovative ideas, and serve as a living laboratory for the growth of entrepreneurship.

The Project is fundamental to the continued growth and progress of BSU and will help meet BSU's strategic enrolment needs, increase its graduation rate, and attract and retain students. Additionally, the Project will enhance the campus appearance through high-quality contemporary building design that will act as a catalyst for the future development of the campus edge.

In specific terms, the Project will do the following:

- Enhance BSU's education, research and economic development mission, and help it achieve its goals in strategic target enrollment and increased graduation rate;
- Improve BSU's ability to compete for and retain the best students who are critical in advancing its overall mission; and
- Develop high-quality amenity housing and retail space that will set complementary, yet elevated architectural design standards for the campus.

BSU has embarked on a strategic initiative to integrate entrepreneurship into the curriculums across the campus as part of its workforce development goals. To accomplish this goal BSU is developing an entrepreneurial education program for equipping the future workforce with leadership qualities and an entrepreneurial mind-set required for today's workforce.

The Project must be completed within eighteen (18) months of the financial closing date, which is anticipated to occur in the first quarter of 2020, and be available for occupancy in advance of the Fall 2021 semester.

PROJECT OVERVIEW

The Project will encompass 3 programmatic components: a residence facility, retail space, and an entrepreneurship center. The residence hall will cater to BSU's growing population, and be conducive to the needs of today's 21st century learners, providing students with living space that is flexible and open to promote the development of essential skills for today's marketplace and economy.

A market due diligence study was conducted in 2016 indicating the capacity for BSU to accommodate an additional 737 beds (the “Study”). The Study confirmed the growth in enrolment at BSU and noted the residence halls were over capacity at 102% occupancy in fall 2016. In the Fall of 2017 and 2018, BSU saw further increases in enrollment with 718+ additional students enrolling, a 13.2% increase over a two-year period. BSU anticipates this trend will continue in the coming years. The need for additional beds is essential to the realization of BSU’s goal of attracting students beyond traditional higher education markets. The Study can be accessed by the following Dropbox link:

https://www.dropbox.com/sh/8s799vwua0evuur/AADmyAwXR_IaLEVtxCOwmflia?dl=0

In addition to providing more beds, the concept for the residential component of the Project is to create a living-learning community. Researcher George Kuh, has shown living-learning communities make it possible to deepen the learning experience, enhance student engagement, and increase student success. Students living in learning communities also are known to create stronger relationships with faculty and their fellow students that further enhance engagement and increase the probability that students are retained.

There are different types of learning communities; however, living-learning environments for the purposes of this Project are identified by the following elements:

- Community members live together on campus;
- Community members share in an academic or co-curricular endeavour;
- Community members engage in structured activities in their residential environment that emphasize faculty and peer interaction; and
- Community members use special resources in their residential environment.

Living-learning communities have become more commonplace in the design of new residence halls on university campuses, and researchers (Lenning and Ebbers, 1999; Kuh, McCormick & Pike, 2010) have found multiple benefits to the learning experience for students in such communities, including, but not limited to:

- Encouraging students to connect ideas from different disciplines;
- Linking students to others through on-going social interactions; and
- Building self-efficacy and self-confidence around discipline specific and related subjects.

The Project is intended to serve as a living-learning community focused on entrepreneurship, and BSU community members residing in the Project will share common coursework while participating in the co-curricular programs offered as part of an entrepreneurship center. The infrastructure to support a living-learning community and entrepreneurial environment would conceptually provide common use areas within suites, on each floor, and within the building in which students can share and explore a common subject.

Retail space is included in the Project program to: (a) provide an additional revenue stream to BSU, (b) offer the opportunity to create an active and vibrant gateway to the campus, (c) offer job opportunities to the BSU student population, (d) diversify the retail and amenity

offerings on BSU's campus, and (e) promote the educational mission of BSU to the community through entrepreneurial endeavours.

GENERAL CONCEPTUAL PROJECT ELEMENTS

The Project is preliminarily envisioned as a four to five story building, prominently situated on the Project site and incorporate forward thinking high-quality modern architectural design that complements the character of Bowie's campus and enhances the surrounding community. Retail and entrepreneurial uses should be located on the ground floor and accessible to visitors. Information about the Project site can be accessed by the following Dropbox link:

https://www.dropbox.com/sh/8s799vwua0evuur/AADmyAwXR_IaLEVtxCOwmflia?dl=0

The Project is conceptually envisioned to include the following elements:

1. No less than 450 beds of student housing arranged in suites (without kitchens) and clustered in common 'pods' that share open spaces on each floor
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15. Kitchens(ettes) on each floor

ANTICIPATED FINANCING STRUCTURE AND DEVELOPMENT TEAM OBLIGATIONS

While the financing structure has not been finalized, it is anticipated that MEDCO will ground lease the Project Site from BSU and will use a combination of tax-exempt bond proceeds and BSU equity to fund the cost of the Project. MEDCO will own the student housing, and either BSU or MEDCO will own the entrepreneurship center and the retail space.

MEDCO anticipates entering into a development agreement with the successful developer which will require among other things that the developer:

- Procure, pay and be solely responsible for all required permits, licenses and regulatory approvals and shall execute all original agreements as needed to design, develop, and build the Project;

- Provide a guaranteed maximum price for the construction of the Project;
- Provide a full payment and performance bond; and
- Commit to provide at its own expense alternative housing and transportation arrangements for Project residents if the Project is not completed and ready for occupancy on time.

Overview of Bowie State University

BSU is a nationally accredited four-year Master’s University by Carnegie classification. Established in 1865, BSU is the oldest of the four Historically Black Institutions (“HBIs”) of higher education in the State of Maryland and the fifth oldest in the nation. Offering 41 bachelor’s and master’s degree programs, two doctoral, and 17 graduate and advanced certification programs with a focus on computer science, information technology, business, nursing, natural sciences, and education, BSU is one of 12 degree-granting institutions in the University System of Maryland (“USM”), the state’s public higher education system. USM comprises 12 institutions, two regional higher education centers, and a system office. Having evolved from a normal school into a comprehensive university, BSU serves a historically and predominantly African American student population, providing educational opportunities that will enable students to function in a highly technological and interdependent world. BSU continues to honor its heritage of providing access to higher education for under-represented populations, with a commitment to reach a diverse student population.

BSU is also a leader in infusing technology into coursework curriculum, while simultaneously maintaining its role as an institution grounded in the liberal arts. BSU produces graduates who are leaders among their peers in a global community, who think critically, who value diversity, and who are committed to high moral standards. BSU remains a leader in the graduation of African Americans in teacher education and technological fields.

BSU campus is located in a rural setting, centrally located on a scenic and serene wooded tract next to the City of Bowie, between the metropolitan areas of Baltimore, Washington D.C., and Annapolis. The campus is about five miles east of Greenbelt and Lanham, and seven miles north of the Capital Beltway (Interstate 495) at the New Carrollton exit at Route 450. The Baltimore-Washington Parkway is less than five miles west of BSU and Maryland State Route 197 brings motorists within 200 yards of BSU campus. BSU has on-campus access to both the MARC train and Metrobus.

Mission of Bowie State University

BSU empowers a diverse population of students from Maryland, the nation, and the world to reach their full potential through its high-quality, liberal-arts-based bachelor’s, master’s, and doctoral programs. BSU provides a nurturing environment distinguished by a culture of success that supports students in completing their course of study. As Maryland’s first HBI, BSU inspires and prepares ethical and socially responsible leaders who can think

critically, discover knowledge, commit to lifelong learning, value diversity, and function effectively in a highly technical and dynamic global community.

RACING TO EXCELLENCE Vision Statement for Bowie State University

Build on strength and excellence together as a community of learners to:

- * Preserve the lasting legacy of BSU as the first Historically Black Institution in the State of Maryland.
- * Continue to build academic excellence.
- * Create curricular and co-curricular opportunities supportive and engaging of 21st generation of learners.
- * Encourage and support the diversity of learners enrolled at BSU.
- * Create new partnerships in our local and global communities.
- * Develop new and distinctive programs that uniquely define BSU.
- * Demonstrate fiscally sound models, metrics and accountability measures to our internal and external stakeholders in public higher education: and
- * Promote the value of the quality educational experience provided by BSU faculty, staff and administrators.
- * And ensure the long-term viability of the university - growing the resources we need to support our mission for access and affordability to a quality education.

RFQ RESPONSES

The following information must be furnished in RFQ responses per this RFQ solicitation. Prospective Offerors should describe in detail, and provide, evidence supporting the qualifications requested below. Please attempt to not exceed to the suggested page limits for each, but in no event should responses be longer than twenty-five (25) pages, exclusive of requested exhibit attachments.

1. STATEMENT OF INTEREST (2 PAGES):

Provide a cover letter describing Prospective Offeror's interest in the Project and key reasons why the Prospective Offeror is best qualified to serve as MEDCO's development team for this opportunity. The letter should be executed by the Prospective Offeror's legal signatory and include contact information for the primary point of contact.

2. TEAM ORGANIZATION (3 PAGES):

2.1 Organizational Chart: Provide an organizational chart of Prospective Offeror's intended development team, including architects, engineers, general contractor and other specialty firms (the "Development Team"). Organizational information on each Development Team firm shall include the following: (i) firm name(s), (ii) area of specialty (i.e. developer, architect, engineers, general contractor, etc.) and, (iii) key personnel.

Note: As part of the RFQ response, Prospective Offerors must identify the percentage partnership for each joint venture party proposed as part of the Development Team and the responsibilities of each joint venture party with respect to the Project. If the Prospective Offeror is a joint venture, this requested information is to be provided within the Development Team organization section.

2.2 Basis for Selection: Provide a brief explanation as to why each firm in the Development Team was selected, inclusive of special/unique qualifications and/or experiences of the firm which make it uniquely capable to deliver the Project.

3. DEVELOPMENT TEAM PROFILES: (5 PAGES)

Prospective Offerors shall submit a general company profile of each firm of the proposed Development Team, including the following:

3.1 Company History: Provide a brief history of each proposed Development Team firm inclusive of (i) how the firm has developed over the years, (ii) type of work done, (iii) client base, (iv) year in which the firm commenced providing design/construction/development services, (v) number of employees (inclusive of a breakdown among office and field and supervisory and non-supervisory), (vi) ownership/corporate structure, and (vii) location of offices that would work on the Project.

3.2 Financial Position: For any financially responsible developer and prime contracting members of the Development Team, please provide information necessary to demonstrate that the Development Team has the necessary financial standing, capacity and resources to undertake and deliver the Project. The following items are strongly preferred: (i) a current balance sheet, income statement, and statement of cash flows with the most recently completed audited annual financial statements attached as an exhibit, (ii) a current, within the last 30 days, credit rating from one of the following commercial credit reporting agencies (Dun & Bradstreet, Experian or Equifax) with a current credit report from such reporting agency attached as an exhibit, and for prime contracting members of the Development Team (iii) evidence of bonding capacity and (iv) a current Experience Modification Rating ("EMR"). ***To the extent appropriate, please mark any information provided in response to this section as "CONFIDENTIAL AND PROPRIETARY" so that such confidential and proprietary information is not accessible by outside parties through the Maryland Public Information Act.***

3.3 **Capacity:** For each Development Team firm, provide a current list of all student housing projects the firm is currently working on (including those under contract and those which have been awarded but are still under negotiation).

3.4 **Legal Disclosure/Litigation:** For each Development Team firm, provide a statement setting forth (i) any conflicts of interest for said firm's involvement with the Project, MEDCO or BSU and (ii) a statement of any and all litigation involving the firm over the past five (5) years.

Note: If proposed Development Team includes a joint venture, provide history of joint venture experience for all parties and specifically history of the joint venture relationship, inclusive of the reasoning for the establishment of the joint venture on this Project, and a listing of all joint venture parties and each party's percentage of the joint venture firm. In addition, if proposed Development Team includes a joint venture, provide all of the information requested in this RFQ section 2 on each prime firm included in the joint venture proposed.

4. **KEY TEAM PERSONNEL: (5 PAGES)**

For all Development Team key personnel, please submit the items requested below. Specifically, Prospective Offerors are to submit those individual Development Team members who will have significant roles in the success of the Project and with whom MEDCO and BSU would be working directly on this Project if the Prospective Offeror's Development Team were to be awarded the Project. MEDCO has a strong preference that key personnel submitted by the Prospective Offerors be committed to the Project for its duration.

4.1 **Bio:** Provide a brief summary of key personnel's role, background, area of expertise, similar/relevant project experience, and basis for selection for this Project. Please attach as an exhibit a resume for all key personnel.

4.2 **Capacity:** Provide a current list of all student housing projects on which they are currently working (including those under contract and those which have been awarded but are still under negotiation).

4.3 **References:** Provide contact name, company, email address and phone number for three (3) project references for all key personnel. MEDCO is interested in speaking with other owners regarding the performance of key personnel.

Note: Personnel included in the RFQ responses above must be in the direct employment of a proposed Development Team firm at the time of RFQ response.

5. **PROJECT EXPERIENCE: (7 PAGES)**

Each firm of the Development Team proposed shall provide three (3) previously completed projects similar in nature and character to the Project, and in which each firm's role is commensurate with the proposed role to be undertaken for the Project.

All previously completed projects submitted under this category must be less than ten (10) years old, based on the project completion date, and higher consideration will be given during the evaluation process to projects less than five (5) years old. Previously completed project submissions shall include the following:

- Name and location;
- Setting (i.e., university, on/off campus, etc.);
- Names of firms involved in the project;
- Start date and completion date;
- Gross square footage;
- Brief description inclusive of number of apartments and/or beds;
- Names of proposed Development Team members who were involved and the assigned role for each;
- Financing structure;
- Overall budget;
- Percentage of change orders as related to overall project budget;
- Relationship to end-user/client;
- Similarities to the Project;
- Owner, contact person, email address and telephone number, and
- University contact person (if different than owner above), email address and telephone number.

**Note: If Development Team firms are a joint venture, then each prime firm within the joint venture shall provide the previously completed project experience required above.*

6. PROCESS AND APPROACH: (3 PAGES)

Briefly and clearly describe Prospective Offeror's development process and approach. Explain how Development Team will work closely with MEDCO, BSU, its advisors, and any necessary third parties to successfully delivery the Project.

Please focus on the following process and approach items:

- a. Schedule
- b. Design and sustainability
- c. Construction management and project delivery
- d. Warranty period
- e. Typical requirements of development agreements
- f. Typical approach to funding and/or sharing predevelopment expenses
- g. Any perceived strengths and challenges of the Project

RFQ RESPONSE EVALUATION

1. RFQ responses will be issued by MEDCO's evaluation committee prior to release of the RFP to shortlisted Prospective Offerors. RFQ responses cannot be modified, supplemented, cured, or changed in any way after the submission date set forth herein.
2. After submission of RFQ responses, MEDCO's evaluation committee will evaluate and rank the responses, based on the following criteria:
 - 2.1 Development Team organization and capabilities,
 - 2.2 Overall financial strength and capacity of Development Team,
 - 2.3 Development Team key personnel experience and capacity,
 - 2.4 Development Team previously completed project experience,
 - 2.5 Development Team process and approach, and
 - 2.6 Other evidence that the Development Team is able to complete and add value to the Project.

Reservations

- A. MEDCO reserves the right to reject any or all RFQ responses or parts of RFQ responses and waive informalities or technicalities in proposals in its sole and absolute discretion.
- B. This RFQ creates no obligation on the part of MEDCO to award a contract or to compensate Prospective Offerors for response preparation expenses. All costs to prepare and submit a response to this RFQ shall be borne by the Prospective Offerors.
- C. MEDCO reserves the right to negotiate in any manner necessary to best serve its interest, and to make a whole award, multiple awards, a partial award, or no award. MEDCO reserves the right to cancel this RFQ, in whole or in part, as deemed necessary.



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