

This is the original draft of the RFP as presented to the Bloomington RDC on Oct. 5, 2026. It was amended during the meeting to eliminate the timeline points after Nov. 6.

Request for Proposals (RFP) Architectural and Engineering Services

RFP Timeline

RFP issuance: October 6, 2026

Optional site tour #1: October 13, 2026, 10:30 AM – 12:00 PM, ET

Optional site tour #2: October 16, 2026, 1:00 PM – 2:30 PM, ET

Proposals due: November 6, 2026, 11:59 PM, ET

Interviews/presentations, if requested by the City: week of November 16, 2026

Firms notified of selection: week of November 23, 2026

Contract executed: December 7, 2026

Contact Information

Anna Dragovich, Capital Projects Manager

City of Bloomington, Economic and Sustainable Development Department

812-269-1483

anna.dragovich@bloomington.in.gov

Introduction

The City of Bloomington Redevelopment Commission (the "City") is requesting proposals from qualified firms ("firms") to provide Architectural and Engineering Services for the Bloomington Police Department (BPD) Project, which entails the reuse of the property at 714 South Rogers Street, Bloomington, Indiana, for the new Bloomington Police Department headquarters.

The City has a predetermined construction budget, not to exceed \$30,000,000. The first task of firm to be selected is to determine the extent to which the building may be repurposed within the budget to, at a minimum, accomplish the following scope of work:

- Inspection of core components for needed scope inclusion, such as the roof and building envelope systems;
- Programming of available spaces actually required for a fully functional police department and central dispatch;

- Renovation of the exterior to command respect from the community and the surrounding neighborhood, and to withstand a desired 50 years life cycle;
- Renovation of the interior to facilitate a fully operational police department and central dispatch utilizing only the space necessary to facilitate the department's requirements;
- The design and construction of a secure sally port to serve the police department;
- Demolition and installation of all necessary internal and external utility infrastructure;
- Demolition, design, and replacement of mechanical, electrical, and plumbing equipment and fixtures necessary to serve the police department and central dispatch;
- Recommendations for "shelling out" space not required by the police department to provide relief to the budget;
- ***Incorporation of a "hardened" space to facilitate an emergency operations center and central dispatch services in coordination with the police department, preferably hardening an appropriate first floor space within the existing facility;***
- Incorporation of back-up power to serve the emergency operations center and central dispatch services portion of the building; and,
- Other desired program elements will be determined as the firm to be selected works through the programming requirements previously referenced.

All proposals must be received by the deadline stated in the RFP Timeline above. Questions regarding this request for proposal must be directed to Anna Dragovich at the contact information above.

Project Background and Information

Hopewell South Planned Unit Development

This property and the vacant property to the west of this site are part of the Hopewell South Planned Unit Development (PUD), all owned by the City of Bloomington Redevelopment Commission. The properties to the west of the 714 South Rogers Street building will be a new neighborhood consisting of 98 single-family and multi-family homes. Stormwater detention for the neighborhood is planned beneath the existing parking lot at the southwest corner of First Street and Rogers Street, north of the 714 South Rogers Street building. This work is excluded from the project budget. The construction of the stormwater detention, streets, and infrastructure for the PUD is planned to begin in 2027.

Police Department Need and Project History

The Bloomington Police Department is currently located at 220 East Third Street. The building is a one-story structure of approximately 21,000 square feet. Interior spaces have been reconfigured many times and can no longer support its current staff. In partnership with the Monroe County government, the department oversees the Central Emergency Dispatch Center located in a separate facility at 322 East Third Street, which is approximately 2,000 square feet. These dispersed functions have made coordination difficult.

To address these issues, the City evaluated alternatives and identified 714 South Rogers Street as a potential site for a consolidated facility. This site was identified as a strong candidate due to its central location, room for co-location of services, placement on a Bloomington Transit route, existing ownership by the City's Redevelopment Commission, and support from the police union.

The Site and Existing Building

The proposed site consists of an approximately 1.5-acre site with a four-story "L" shaped building of approximately 56,000 square feet. The building was formerly used as a convalescent health center and then as an office building. **Full original drawings and confirmed as-built documentation are not available.** The City has located partial drawings, which will be provided upon request. Structural investigations and due diligence are therefore essential to this project.

Reference Materials

In November 2025, the Redevelopment Commission conducted a feasibility study to determine whether the site at 714 South Rogers Street could support a consolidated public safety facility. The study was exploratory. It examined site capacity, identified constraints, and outlined conceptual approaches with hypothetical cost ranges intended only as early feasibility indicators. It did not establish a preferred design, final scope, or construction budget.

The following reference materials are available upon request to assist firms in preparing proposals:

1. Geotechnical report
2. Prior feasibility study for 714 South Rogers Street
3. KGA/Advicon assessment reports
4. Hopewell South preliminary plat
5. Hopewell South PUD district ordinance and reasonable conditions

6. Partial construction plans for the 714 South Rogers Street building

Project Oversight

The City currently intends to engage an experienced professional(s) to serve initially as the Owner's Project Representative, possibly to continue throughout the process as the City's Construction Manager (CM). As such, it is envisioned that the CM will serve as a liaison to the design team during the entire design process, work to establish with the selected design team an agreed upon project approach, and a specific schedule for all deliverables, throughout the project's development, design, financing, and construction phases. The CM will be responsible, in collaboration with the design team, to validate and update the project's budget at the conclusion of each of the project's design phases.

Additional Project Requirements and Clarifications

The selected firm shall verify space needs for current BPD operations and projected growth. Required program elements include at minimum dispatch, an emergency operations center, a sallyport, secure areas throughout, a real-time crime center, and a domestic violence support area. The facility shall include dual backup power generation to ensure continuous operation of 911 dispatch, servers, and radio towers. Desired program elements, subject to budget, include community-focused space, a swearing-in and reception space, and a catering kitchen.

The project shall be designed, contracted, and built to achieve, at minimum, LEED-NC Silver certification standards consistent with City Ordinance.

The City encourages firms to engage local Bloomington subconsultants and subcontractors, especially civil engineers who are familiar with Bloomington's development process.

Move management and transition planning will be provided by a separate consultant retained directly by the City. The selected firm is not responsible for developing or executing the move plan but shall coordinate with the City's move management consultant as needed.

Technology and audiovisual systems shall meet applicable public safety and essential-facility standards, including TIA/BICSI, NFPA 1221/1225, the FBI CJIS Security Policy, and Risk Category IV requirements. The following project specific items shall be addressed: whether the radio tower is new or relocated; NG911 readiness; coordination with Monroe County on shared dispatch systems; and a secure, isolated network for cybercrime investigations.

Scope of Design Work Phases

1. **Programming and Schematic Design (no later than February 1, 2027)**
 - a. Includes summary of the buildings core and envelope condition
 - b. Includes a schematic site plan
 - c. Includes a schematic floor plan
 - d. Includes an elevation/rendering of the contemplated
 - i. Includes a narrative of anticipated building envelope materials and attachment methods
 - e. Includes a narrative of anticipated MEP/Plumbing/Electrical upgrade scope of work
 - f. Includes an anticipated demo plan
2. **Design Development (schedule to be determined in collaboration with CM)**
3. **Construction Document Development (schedule to be determined in collaboration with CM)**
4. **Bidding Document Assistance to the CM (schedule to be determined in collaboration with CM)**
5. **Bidding and Acceptance of Bids by the CM, with assistance from the Design Firm**
6. **Construction Administration Assistance to the CM**

Critical Project Schedule Considerations

- Programming and Schematic Design – delivered no later than February 1, 2027
- CM Budget Validation of Programming and Schematic Design – delivered no later than March 1
- RDC approval of the budget, releasing DD development, March 15, 2027
- All design work completed, budgets validated, and financing completed by August 31, 2027

- Bidding to be completed and contracts awarded by 10/31/27
- Construction to commence 11/27

****Note, the RDC may elect to initiate selective demolition and other early phase work once identified and properly scoped out, ahead of the issuance of the general construction packages, to expedite the project schedule***

Proposal Content Requirements

This RFP seeks a firm qualified and with significant experience with the adaptive reuse of similar properties. Proposals should demonstrate the firm's approach and qualifications for the outlined scope of work, while demonstrating the ability and capacity to accomplish the work within the prescribed time frame.

Proposals should address the following:

1. **Relevant Experience:** Describe the firm's experience designing public safety facilities within the last 10 years, including project size, scope, and outcome. Include experience with adaptive reuse of existing structures with limited or no as-built documentation, if applicable.
2. **Project Approach:** Describe the firm's proposed methodology for investigating needed due diligence.
3. **Collaboration Experience:** Describe the firm's experience working with an Owner's Representative and a construction manager or contractor during design.
4. **Project Team:** Identify the specific individuals and subconsultants who will serve on the team for due diligence and, separately, for design, their roles, relevant experience, and availability across both phases. Identify the structural engineer, civil engineer, and technology/AV consultant, and any local Bloomington firms.
5. **Schedule Approach:** The City intends to complete due diligence and design as quickly as reasonably possible. Describe the firm's proposed timeline for each phase and any factors that could affect the firm's ability to meet the proposed schedule.
6. **Cost and Budget Management:** Describe how your firm will approach budget management in collaboration with the Owner's Representative/CM.
7. **Fees and expenses:** Firms should submit a fixed lump sum fee to complete the Programming and Schematic Design phase work. Firms should also submit a percentage of anticipated Project Cost Fee, with a corresponding percentage split out for

each of the remaining phases. The Anticipated Project Cost will be the cost approved by the City, once the Programming and Schematic Design Phase are completed, including any scope modifications needed to fit within the City's budget parameters at the conclusion of the Programming and Schematic Design phase. The referenced Anticipated Project Cost, once approved by the City, will represent the City's anticipated project budget going forward.

****Note, The City must approve moving forward at the end of each design phase with additional work. The City is only obligated to compensate work for completed within authorized phases.***

8. **References:** Provide three to five references from public-sector clients, preferably for projects of comparable scope, complexity, or delivery method. Please provide contact details for each.

Evaluation

Proposals will be evaluated based on conformance with this RFP and how well they meet the project objectives. There will be an evaluation committee consisting of city staff, relevant stakeholders, and any other person(s) the City determines to include. The City will consider the following criteria:

1. Relevant experience with public safety facilities and adaptive reuse
2. Approach to due diligence, design, project requirements, and budget management
3. Evidence of capacity and systems to deliver the work within the City's desired schedule
4. Verification of recent references, including budget and change-order performance
5. Collaboration with the Owner's Representative and construction partners
6. Team qualifications, staffing, and connection to local Bloomington firms

Submission Requirements

Submittal Method and Deadline

Proposals are due by email to Anna Dragovich, anna.dragovich@bloomington.in.gov, by the deadline in the RFP Timeline. Submissions received after the deadline will not be considered. Offerors are responsible for ensuring timely receipt and should submit early when possible.