



**REQUEST FOR QUOTE (RFQ)
FOR MASTER PLANNING SERVICES**

ISSUE DATE: APRIL 11, 2024

RESPONSE DATE: MAY 15, 2024

FOR SERVICES TO BE DELIVERED:

JULY 1, 2024 – JUNE 30, 2025

INTRODUCTION

ORGANIZATION BACKGROUND

Campus District, Inc. (CDI) is soliciting quotes from independent proposers to provide master planning services for its service area.

CDI's mission is to connect Cleveland's downtown campuses by leading, providing, and promoting community development services. The three anchor institutions in the district, Cleveland State University, St. Vincent Charity Community Health Center, and Cuyahoga Community College, came together in 1983 to create an organization that would provide neighborhood services around the three campuses. The area had been a residential neighborhood for over 100 years, but the construction of the freeway system and the building of the educational campuses destroyed or separated the housing within the neighborhood.

Today, the neighborhood is growing, with over 20,000 students, a live-work artist community, and subsidized and market-rate housing. The organization is tasked with bringing the neighborhood together and ensuring that its growth is for everyone. The neighborhood is also home to most of Cleveland's social service agencies, including the two largest men's and women's homeless shelters in the State of Ohio. Our programming brings this diverse mix of people together.

TERM

It is anticipated that the contract awarded as a result of this RFQ will be for a term of 12 months, beginning on July 1, 2024, and ending on June 30, 2025.

DEADLINE

The proposal submission deadline is May 15, 2024, at 11:59 p.m.

FORMAT

A digital proposal should be submitted to Mark Lammon, Executive Director of Campus District, Inc., at mlammon@campusdistrict.org. An additional copy should be sent to info@campusdistrict.org.

Submitted proposals should include:

- A detailed response and description of services to be provided in response to specific items addressed in this RFQ;
- A comprehensive budget associated with the services outlined in this RFQ;
- References, including the names and locations of two (2) current, and to the extent possible, similar type clients/accounts with their respective contact persons.

CONTRACT AWARD

Campus District, Inc. may award the contract to the qualified proposer whose proposal it determines to be the most advantageous to CDI. CDI reserves the right to award the contract to a proposer other than the proposer offering the lowest overall cost. For example, familiarity with the proposal district and recognized excellence in providing similar services can be used as qualifying criteria for the selection of any individual proposer.

INQUIRIES

For questions regarding this RFQ, please contact:

Mark Lammon
Executive Director
Campus District, Inc.
mlammon@campusdistrict.org

PROJECT DESCRIPTION

SERVICE AREA

Applicants are asked to provide quotes for master planning services for both of the following service areas. Please respond to both sections:

SECTION 1: THE SUPERIOR ARTS IMPROVEMENT DISTRICT SERVICE AREA

The Superior Arts Improvement Corporation (SAIC) was organized in 2017 as the governing body of the special improvement district, the Superior Arts Improvement District (SAID), in the Campus District neighborhood of downtown Cleveland. The SAIC is a non-profit organization comprised of CDI staff that manages the assessment dollars paid by property owners in the SAID. Property owners in the SAID are automatically members of the SAIC. Dollars raised by its members fund maintenance and safety services, business development, and neighborhood marketing services in the district.

The boundaries of the SAID include St. Clair Avenue to the north, Payne Avenue to the south, East 18th Street to the west, and East 26th Street to the east.



SECTION 2: THE CAMPUS DISTRICT, INC. SERVICE AREA

As stated above, the entirety of the CDI service area includes the SAID. Its boundaries include South Marginal Road to the north, Orange Avenue to the south, East 18th Street to the west, and East 30th Street to the east. It encompasses the campuses of Cleveland State University, St. Vincent Charity Community Health Center, and Cuyahoga Community College, the three anchor institutions in the district.



OVERVIEW

Campus District, Inc.'s first master plan was written in 1987. Since then, the organization has produced five master plans, marking updated visions for the neighborhood and goals for the coming years. While many of those plans have been realized, such as increased residential population, improved bike infrastructure along East 22nd Street, public art and programming, and significant updates to Cleveland State University and Cuyahoga Community College's Metro campuses, many of the same challenges appear in each plan.

These include:

- Limited north/south connections
- Lack of public greenspace
- Limited lakefront connections
- I-90's division of the neighborhood
- Impediments to residential growth

These plans also boast the enduring assets of the neighborhood:

- Proximity to major health and educational institutions
- Proximity to the Central Business District while offering an entirely different price point, housing product, and atmosphere
- The Superior Arts District
- Connection to cultural Cleveland touchstones like AsiaTown
- Connections to east side neighborhoods like Central, St. Clair Superior, and MidTown

The 2024 master plan strives to build on the plans that have come before it without retreading the same ground. Since the most recent master plan was completed in 2020, several major projects have been proposed and revised in the neighborhood:

- The Superior Midway bike infrastructure project
- Redevelopment of the ArtCraft Building into the Cleveland Police Headquarters
- Cleveland State University's Master Plan
- Cuyahoga Metropolitan Housing Authority's redevelopment of Cedar Estates
- Demolition of the former juvenile court building and reconstruction of the East 22nd Street bridge over the Innerbelt

The 2024 master plan will have to take these developments into account while remaining flexible enough to adjust to other changes that may arise.

SERVICES PROPOSAL

The RFQ response should include:

A. EXECUTIVE SUMMARY

The Executive Summary should include a brief introduction to the organization and an expression of interest in the project. Please clearly indicate contact information, including phone and email, for the primary contact individual.

B. ORGANIZATION AND PROJECT TEAM

Please include a description of the firm, including information regarding its primary business, its background and history, its organizational structure, the number of employees, and commitment to diversity and inclusion. This section should also contain any additional information about the organization that will assist in understanding its qualifications.

The firm should also submit an organizational chart of its leadership and should list key project personnel. The organization may include project personnel names, roles, and unique benefits that the team brings to this project. Please include resumes of project team leadership and key personnel for the project.

C. PROJECT APPROACH

The organization should include a description of how it plans to achieve the goals of this project, with specific descriptions of information gathering, evaluation, and documentation processes. Please include a specific and complete list of proposed deliverables and a detailed conceptual project schedule.

D. RELEVANT PROJECT EXPERIENCE

Please enclose project sheets for completed relevant projects demonstrating the ability to successfully lead and execute the type of work required for this project.

E. BUDGET BREAKDOWN

This section should contain a quote for expenses for master planning services for both service areas, as outlined above.