



REQUEST FOR PROPOSALS

The Board of Trustees of the Brookfield Public Library is seeking an innovative design team for the expansion and renovation of its Library facility.

The Brookfield Public Library serves the Village of Brookfield, a western suburb of Chicago with a population of 18,978 people and home to Brookfield Zoo. The Library currently occupies a 13,500 square foot building which was constructed in 1986 and last remodeled in 2009. The Library purchased an 18,800 square foot lot to the north of the Library in 2012.

Part 1: Background Information

Firms interested in being considered for this project should provide the following information by mail no later than 5:00 p.m. on Friday, January 5.

- 1. The firm's description.** Please stress work conducted in the last 5 – 10 years. If all services mentioned in (2) are not available in-house, specify from whom they will be obtained.
- 2. The firm's experience in the following specialties.** Site planning, architectural design, civil engineering, structural engineering, electrical engineering, mechanical engineering, interior design, furnishings, estimating, etc.
- 3. Key staff and their resumes.** Please be sure to indicate whom you are proposing as project architect and to provide a full resume for that person, including library design experience.
- 4. Descriptions of at least four recently completed projects, including client references.** Some references must be for jobs where the person proposed as project architect for our library was also project architect. For each project, please indicate the size of the project in square feet, the project budget and whether the project came in under or over budget.

5. **Experience in the area of library design.** The Library Board would like the most complete list possible, including the nature of work conducted for each library and dates of completion. Ideally, some of these projects will be covered in (4).

Part 2: Design Challenge

Due to the popularity of the Library, the Board of Trustees wishes to both renovate the existing space and increase building square footage through horizontal expansion in a non-referendum project not to exceed a total cost of \$6 million. The Board recently commissioned a structural analysis which concluded the existing structure lacks sufficient capacity, without significant modification, to support a second floor addition.

The Board asks interested firms to present their design solutions, incorporating the following features in to the Project:

Large, divisible meeting room to hold at least 100 occupants
Quiet reading room
Study rooms of varying sizes
Full-size commercial elevator
Physical separation of children's area from adult area
Flexible spaces and furnishings to allow for multiple uses
Efficient site configuration including parking, per Village of Brookfield requirements
Open outdoor educational space integrated into the overall Library design

Interested firms are asked to visually present responses to the Design Challenge at interviews to take place on Friday, February 2 at the Brookfield Library. The Board of Trustees will invite firms to interview after reviewing background information submitted per part 1 of this two part request for proposals. Trustees plan to interview at least three architectural firms and will make a selection as soon as possible thereafter.

Firms are encouraged to visit the current facility and to view the lot adjacent to the Library. Please contact Kimberly Coughran, Library Director, at 708.485.6917 x121 or via email at kcoughran@brookfieldlibrary.info to arrange for a tour and to answer questions.