October 10, 2022

REQUEST FOR QUALIFICATIONS (RFQ): Fixtures, Furnishings, and Equipment for ThriveOn King

RESPONSE REQUIREMENT: Interested businesses (respondents) must respond via the attached “Template for ThriveOn FFE Response”

+ Certifications of Business Status (as applicable)

ELIGIBLE BUSINESSES: Registered Principal Office in the State of Wisconsin (Validated by Wisconsin Department of Financial Institution Corporate Search or Equivalent with Explanation)

RESPONSE DUE DATE: Friday, November 11, 2022

RESPONSES OR QUESTIONS DELIVERED TO: Brian Unser
ThriveOn Project Manager
bunser@mcw.edu

No Deadline for Questions. Anytime before Response Due Date is Acceptable.

Project Background

The ThriveOn Collaboration of Greater Milwaukee Foundation, Medical College of Wisconsin and Royal Capital Group is together redeveloping the former Gimbels-Schuster Department Store on Dr. Martin Luther King Jr Drive at the intersection of the Halyard Park, Harambee, and Brewers Hill neighborhoods. These vital communities are full of talent and assets that have helped shape the Thrive On partnership.

ThriveOn King will be home to a community hub with neighborhood amenities, mixed income residential units, the Greater Milwaukee Foundation’s headquarters and many community-facing programs from the Medical College of Wisconsin. This community hub is planned to open the beginning of 2024. The community hub (First Floor) has been designed with extensive and on-going community engagement.
OUR SHARED VISION

We are striving for a Milwaukee that is **equitable, healthy, and thriving** for all.

Achieving this vision requires focusing on places where investment has been scarce – and on supporting Black and Brown people, who are disproportionately affected by disparities in our community.
OUR WHY

The dream we all share for our children, our families and our community is to thrive. Not just to survive and get by, not just to improve – but to grow and flourish and succeed.

- We believe in a shared commitment in helping to impact the social determinants, address health disparities and their root causes in our region.
- We believe partnering with community members and leveraging resources across organizations are the best opportunities to address the health and well-being needs of communities.
The mission of the ThriveOn Collaboration is physically embodied in the redevelopment of the historic Gimbels-Schuster’s building on King Drive.

Thrive On King will soon be a vibrant hub designed to help sustain health and growth in our community.

This will become the new home for the Greater Milwaukee Foundation; house the Medical College of Wisconsin's community engagement programs, including early childhood education and health & wellness services; and provide affordable housing, community spaces and more.
Request for Qualification (RFQ) Summary

The ThriveOn Collaboration is requesting submissions for pre-qualification of businesses for the furnishing of ThriveOn space for occupancy. This generally includes furniture, equipment, and signage.

Any eligible business may choose to respond. Because of the potential for many responses, the submissions may be short-listed based on the qualification criteria. Those qualified for receipt of the RFP will be invited to submit cost-based proposals around the categories identified within this RFQ.

This process is typically summarized as a ‘2-step Procurement Process’, with a summary here and detail below in the RFQ.

1. Request for Qualifications (1st Step: Fall 2022)
   a. ThriveOn RFQ Source Selection Committee¹ will recommend the qualification of Respondents.
   b. ThriveOn Collaboration will provide a list of all qualified respondents to all that were qualified. This will be done for transparency and potential opportunities associated with business partnerships, mentor-protégé relationships, or other beneficial and value-based partnership solutions during the RFP stage.
      i. Any not-qualified or down-selected to the final group to receive the RFP may request a debrief to understand the rationale, if desired.
   c. Multi-business partnerships that develop post-step 1 may be considered qualified if part of a subcontracted partnership to a prime qualified vendor.
      i. Situations such as this should be identified to Brian Unser (who will bring to the Source Selection Team) for review prior to developing a RFP response to ensure clarity for all parties.
      ii. Examples may include new ‘mentor-protégé’ or similar relationship, establishment of subcontracted partner for installation, etc.

2. Request for Proposals (2nd Step: Winter 2022)
   a. ThriveOn Collaboration FFE Selection Committee¹ Recommends Selected Vendor(s)
   b. ThriveOn Collaboration will select vendor(s) to proceed with product review and selection
   c. Proceed with Product Review (Spring 2023)
   d. User Input in Design and Mock-ups (Spring 2023)
   e. Procurement (Summer 2023)
   f. Installation (Fall 2023)

Note 1: The ThriveOn FFE Source Selection Committee will represent all ThriveOn Collaboration partners and will include individuals from broad backgrounds beyond Facilities and Procurement teams. They are a recommending body to ThriveOn leadership and names of those on the committee will not be provided to avoid personal contact. Prior to reviewing submissions, the members will validate they do not have any outstanding conflicts of financial or personal interest in the process. If they cannot do so they will not be allowed to take part in the development of recommendations made by the committee.
Multi-business RFQ Submissions

In general, every individual business seeking qualification should submit their own response.

The exception to that is for Emerging Businesses that are seeking a potential partner to learn and grow their business and may not otherwise be able to qualify on their own due to business size or experience requirements.

Emerging Business Opportunities

In some cases where a business may be growing and may not have past projects of similar size and scale, but would still like to be considered for business, they will have two choices for submission.

1. They may submit with a pre-identified project partner to form a ‘mentor-protégé’ (or similar) type relationship.
2. They may submit on their own, but indicate in their individual submission they are a growing business and would be interested in partnering with a larger business if qualified. There is a field in the response template to indicate this.

Once at the RFP step, The ThriveOn Collaboration reserves the right to award categories of work to teams or specific scope items to individual submissions as needed to best meet the needs of the project.
Scope of this Solicitation Process

The ThriveOn King partners are seeking businesses who can procure and install our furniture and equipment needs. The partners want to ensure the selected project teams maximize their local and diverse spend, while also providing cost-efficient solutions. The businesses that are pre-qualified via this RFQ process will then receive a Request for Proposal. After proposal review, selected vendor(s) will work closely with the architects and project team to ensure coordination with the construction timeline and selection of materials and installation that will complement the historic nature of the building.

We seek to have this process be inclusive of all interested parties and one that values different stakeholder perspectives and needs. In addition to working with the architect and project team, the selected respondents from the RFP will work with end users to select specific elements to meet modern workplace needs.

Structure of Procurements: The qualified vendors to receive the Request for Proposals will be required to break down costs by tenant premises and category. The categories are outlined below. The tenant premises will be:

- 1st Floor Community Space
- Early Childhood Education Space
- Versiti Community-Based Space
- Workforce Development Office and Collaborative Spaces
- Café Commercial Kitchen & Associated Seating
- Medical College of Wisconsin Office and Collaborative Spaces
- Greater Milwaukee Foundation Office and Collaborative Spaces
- Parking Garage

Product and Material Requirements for RFQ Step

The selection committee will be reviewing the ability to provide commercial solutions that present a low total lifecycle cost. Products eventually selected should have expected total lifecycles that exceed 7 years, ideally more than 10 years, less normal wear and tear.

As part of the 2nd Step Request for Proposal process, the selected vendor(s) should expect to provide any necessary samples, mock-ups, or good/better/best alternatives to ensure that the final order meets the project needs. This is only stated now to ensure respondents know the next steps and expectations in the process.
**Qualification Criteria**

This Request for Qualifications may be used to down select to qualified businesses to receive the Request for Proposals. The criteria will be based on narrative or example explanations around:

1. **Project Approach**  
   a. Business Wisconsin DFI ID#, Location, and Other Information Requested in the Template  
   b. Narrative response for alignment of business values to ThriveOn’s Shared Vision

2. **Diversity & Inclusion Program**  
   a. Explanation of existing D&I internal/external programs  
   b. Narrative response for how those programs align with the ThriveOn Shared Vision

3. **Project Experience of Similar Size and Scale**  
   a. Provide Project Examples  
   b. Provide Project References

4. Cost is NOT a factor at this time, but will be as part of the Request for Proposals

![Diagram showing relationships between Project Approach, D&I Program, Cost, Project Experience, and Best Value to ThriveOn.](Diagram.png)
Diverse Supplier Information

How Are Diverse Suppliers Defined?

Targeted Business Enterprises
- Minority-Owned* (MBE) Includes individuals who are Asian, Black, Hispanic or Native American.
- Woman-Owned* (WBE)
- Disabled-Owned* (DIS)
- LGBTQ-Owned* (LGBTQ)
- Veteran-Owned* (VET) Includes a person who served in the active military, who was discharged or released under conditions other than dishonorable.
- Small Business Enterprise (SBE) Qualified by the City of Milwaukee or equivalent government/contracting body

Additional Business Enterprises: Local or Hyperlocal
- Local - Business is geographically located in Milwaukee County.
- Hyperlocal - Business is geographically located in the City of Milwaukee in the following zip codes: 53204, 53205, 53206, 53208, 53210, 53212, 53216 or 53233.

*Owned is defined as a business enterprise that is at least 51% owned, operated and controlled by a member of the targeted group.

We will accept certifications to document the status of a respondent from any certifying organization with a verification process.

Diverse Supplier Searchable Databases and References

State of Wisconsin Department of Administration - The State of Wisconsin Department of Administration has a searchable database to find diverse suppliers by Business Name; Product/Services sold; Diverse Supplier Type; City, County or State.
Small Business Administration (SBA) - Search by diverse supplier type or location.
African American Chamber of Commerce of Wisconsin - Search by supplier type or key word.
Wisconsin LGBT Chamber of Commerce - Search by supplier type or key word.
Wisconsin Veterans Chamber of Commerce - Search by supplier type or key word.
MKE Black - Website to locate Black-owned businesses in southeast Wisconsin.
Project Timeline

Construction: Ongoing through Fall 2023
FFE Vendor(s) Selection: Winter 2023
FFE Options and Selections: Spring 2023
Tenant Fit Out of Spaces (time for FFE installation): Fall – Winter 2023
Move-In: Targeted January 2024
## Planned Procurements:

<table>
<thead>
<tr>
<th>Category</th>
<th>Enclosed Office Furniture</th>
<th>Open Workstations</th>
<th>Lounge Furniture</th>
<th>Conference Room Furniture</th>
<th>Semi-Enclosed Office System</th>
<th>Markerboards</th>
<th>Office Accessories</th>
<th>Early Childhood Education Furnishings</th>
<th>Indoor Room and Wayfinding Signage</th>
<th>Exterior Building Signage</th>
<th>Break Room / Kitchen Equipment</th>
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<tr>
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<td>$500k-$750k</td>
<td>$500k-$1M</td>
<td>$250k-$500k</td>
<td>$500k-$750k</td>
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<td>$75k-$150k</td>
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<td>$50k-$150k</td>
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<td>1st Floor Community Space</td>
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<td>Occasional</td>
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<td>Throughout</td>
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<tr>
<td>Early Childhood Education</td>
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<td>Occasional</td>
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<td>Occasional</td>
<td>Low</td>
<td>High</td>
<td>Throughout</td>
<td>N/A</td>
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<tr>
<td>Versiti</td>
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<td>N/A</td>
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<td>Occasional</td>
<td>Occasional</td>
<td>N/A</td>
<td>Throughout</td>
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<tr>
<td>Workforce Development</td>
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<td>Throughout</td>
<td>N/A</td>
<td>Occasional</td>
</tr>
<tr>
<td>Parking Garage</td>
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<td>N/A</td>
<td>N/A</td>
<td>Occasional</td>
<td>N/A</td>
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</tr>
</tbody>
</table>

**Legend / Density of Need:** Low, Occasional, Throughout, High

**Office Accessories:** Task Lights, Keyboard Trays, Monitor Arms, File Cabinets

**Early Childhood Education Furnishings:** Cribs, Rockers, etc
Appendix: Example Imagery

None of the example imagery are intended to indicate design intent or preferences on manufacturer types. This is an open-source procurement process, with basis of design documents, including quantities, provided as part of the 2nd step of the process which will include a cost-based Request for Proposals as outlined above.

Office Furniture:

Open Workstations:
Bench or Study Seating:

Lounge or Pre-Function Furniture:
Open Meeting / Collaboration Furniture:

Open Team Space:
Café / Dining Space:

Break / Kitchenette Space:
Large Conference Room:

Classroom / Seminar Space:
Semi-Enclosed Office System:

Office Accessory and Chair Examples:
Additional Chair Examples and Height Adjustable Worksurface:
Early Childhood Education:
Exterior Signage (concept only): Design will be a community engaged process supported by ThriveOn Community Engagement Team and Kahler Slater Environmental Graphic Design team.
Interior Signage:

Kitchen Equipment for Break Rooms: Refrigerators, Dishwashers, Ice/Water Machines