



REQUEST FOR QUALIFICATIONS – LANDSCAPE ARCHITECT

Notice is hereby given that Statements of Qualifications for landscape architectural services related to the design and creation of a master space plan for potential improvements to outdoor spaces at the Barrington Area Library are being accepted.

Deadline for submission is April 6, 2023 at 5PM. Please direct inquiries to Jason Pinshower, Executive Director, 847-382-1300 ext. 2000 – jpinshower@balibrary.org

Barrington Area Library
505 N. Northwest Highway
Barrington, IL 60010

REQUEST FOR QUALIFICATIONS FOR LANDSCAPE ARCHITECTURAL SERVICES

March 13, 2023

PROJECT SUMMARY

The Board of Library Trustees of the Barrington Area Library (“Library Board”) is seeking Statements of Qualifications for professional landscape architectural services for a master outdoor space plan for the Barrington Area Library, located at 505 N. Northwest Highway, Barrington, IL, 60010.

BACKGROUND

The Barrington Area Library (“the Library”) serves 45,360 residents of all or part of Algonquin, Barrington, Barrington Hills, Deer Park, Fox River Grove, Hoffman Estates, Kildeer, Lake Barrington, Lake Zurich, North Barrington, Palatine, Port Barrington, South Barrington, Tower Lakes, and some unincorporated areas.

In 2013-2014, the Library underwent a complete redesign and renovation. The building was not expanded, but the interior was redesigned to make the most efficient use of the space for the public. In 2021, the Library opened a teaching garden, offering an outdoor space for customers of all ages to learn about gardening and explore native flora. With the success of the teaching garden and the continued demand for outdoor programs sparked by the pandemic, the Library is looking to work with a landscape architect to develop a master plan to better utilize the Library’s expansive and beautiful outdoor space. The Library is a steward of the environment and prides itself on conservation and partnering with local conservation groups.

The Library sits on 12 acres of open space, wooded areas, and wetlands, and seeks to utilize these outdoor spaces to foster its mission: stimulating imagination, developing information fluency, fostering lifelong learning, and creating young readers. Making better use of these spaces also aligns with the Library’s values of empathy, respect, trust, curiosity, and delight.

SCOPE OF WORK

The Library Board is pursuing options for a multi-year master space plan for the Library’s natural areas. Potential options that could be included in the master space plan:

1. Programming space for small groups and workshops. Programming space for large groups and audience presentations.
2. Accessible nature exploration space.
3. Nature-based outdoor play space for children.
4. Outdoor seating and gathering spaces – fire pit, benches, tables, and chairs.
5. Area or structure for outdoor reading and leisure.
6. Nature observation areas.
7. Permanent or fixed Story Walk.
8. Walking paths.
9. Outdoor structure for concerts and performances.
10. Improved access to outdoor areas from the building and parking lots.

SUBMISSION OF QUALIFICATIONS

This Request for Qualifications (RFQ) is issued by the Library Director with the authorization of the Library Board.

Interested firms should submit two printed copies and one electronic copy of a Statement of Qualifications no later than [insert date and time] to:

Jason Pinshower, Executive Director
Barrington Area Library
505 N. Northwest Highway
Barrington, IL 60010
847-382-1300 ext. 2000
jpinshower@balibrary.org

Inquiries concerning this RFQ may be submitted via email to the Executive Director.

CONTENT OF QUALIFICATIONS

A Statement of Qualifications should include the following information:

1. Brief history of the firm.
2. Biography of key personnel who will be working with the Library and who are authorized to make representations on behalf of the firm.
3. Staffing levels to adequately carry out this program.
4. Names of additional consulting firms hired to supplement your firm's services.
5. Understanding of project's objectives and scope.
6. A demonstrated understanding of the laws and ordinances governing wetland property.
7. Description of previous experience with library landscape design or projects of similar size and character in which the firm was the primary architect. For each project, please provide the following:
 - a. Project description including completion date.
 - b. Name of project architect.
 - c. Gross square footage.
 - d. Final project costs.
 - e. Contact information for client.
8. Answers to the following questions:
 - a. How does your firm intend to involve the Library Board, staff, Library neighbors, and community in the master space plan design process?
 - b. What inspirations will your organization be drawing upon to create a distinctive and attractive library landscape experience?

SITE VISITS

Firms are encouraged to visit the site to gain an understanding of the project and to familiarize themselves with the facility. If needed, the Executive Director or another staff member will be available by appointment for a tour.

EVALUATION CRITERIA

Statements of Qualifications will be evaluated by the Executive Director and a recommendations will be made to the Library Board. Interviews may be conducted if deemed necessary. The following criteria will be used for evaluation:

1. Responsiveness and completeness of the Statement of Qualifications.
2. Relevant experience and qualifications of the architect, including demonstrated knowledge of planning, management, and evaluation skills.
3. Architect's approach to organizing and managing projects, and ability to clearly document information and recommendations.
4. Understanding of needs as identified in the Scope of Work.
5. Architect's ability to build consensus with staff, Library Board, and the community.
6. Experience in planning and/or building public landscape projects. Understanding of the public library's role in the 21st century.
7. Examples of completed projects. Satisfaction of former clients with competency of architect and completed work.
8. Overall evaluation of the architect's ability to accomplish projects within established time schedules.

The Board intends to award the project to the firm that best satisfies the needs of the Library. This Request for Qualifications does not commit the Library Board to award a contract or share in the expense of preparing a proposal. Any submittal not received on or before the stated deadline or not addressing the required points may be rejected. The Library Board reserves the right to reject any or all submittals, to waive any irregularities, and waive or modify any provisions of this request for qualifications, and to make the final determination as to the best architect for the project.

