



STATE OF INDIANA

Request for Information 20-043

INDIANA DEPARTMENT OF ADMINISTRATION

**On Behalf Of
Family and Social Services Administration, Madison, IN**

**For
Kemp Hall, on the campus of Madison State Hospital**

Response Due Date: January 3, 2020 by 3:00pm EST

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Indiana Department of Administration
Procurement Division
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In accordance with Indiana Code 5-22-6, this Request for Information (RFI) is issued by the Indiana Department of Administration (IDOA) on behalf of the Family and Social Services Administration (FSSA) to obtain information about rehabilitation options for Kemp Hall. Responses to the RFI will not be returned. The State of Indiana and Family and Social Services Administration are not liable for any cost incurred by vendors in response to this RFI.

PURPOSE OF THE REQUEST FOR INFORMATION

The purpose of this RFI is to initially gain knowledge for potentially financing and providing the construction, development, and management of Kemp Hall.

FSSA is putting no requirement on the type of development proposed, only that sensitivity towards the patients at the State Hospital and Correctional Facility must be taken into consideration.

The information gained from this RFI may be used in the development of a competitive solicitation process, leading to the selection of a respondent that is best suited to provide the services that meets the FSSA requirements. FSSA is interested in learning about all types of solutions available in the marketplace for developing and managing Kemp Hall, located on the campus of the Madison State Hospital.

FSSA may request oral presentations from respondents of this RFI for the purpose of collecting additional information and/or receiving clarification on response details. Invitations may be extended to respondents of this RFI subsequent to the receipt of responses.

The information provided in the responses to this RFI may also be used to assist in the development of a Request for Proposal (RFP) at a later date. However, the State reserves the right to award a contract directly from this RFI.

BACKGROUND

Kemp Hall, built in 1952, originally served as a dormitory, with its own dining hall, for 200 employees of Madison State Hospital that lived on campus. Eventually, the need for employee housing on campus diminished and in 2005, Kemp Hall was closed.

The building has received no maintenance in the 14 years since its closing.

Exhibit A details the available area for development for Kemp Hall, please note, this area does not need to be used in its entirety, but any proposal must stay within the set boundary denoted in Exhibit A.

All utilities electric, water, steam and sewer have been disconnected from the building; additional 50% of the exterior windows are missing and/or broken.

Kemp Hall currently has several environmental hazards including, but not necessarily limited to, asbestos pipe wrap, asbestos mastic, and asbestos ceiling tiles.

RESPONSE REQUIREMENTS

FSSA asks that all respondents provide adequate details to respond to this RFI. The list of criteria below must be met in the respondent's response.

1. Patient safety must not be compromised.
2. The developed area, denoted in Exhibit A, must have a physical barrier between it and the rest of Campus.
3. Kemp Hall and the surrounding property must be a part of a lease agreement, not a sale
4. Transparency in their business model for what will be implemented and how they plan to gain their investment back
5. Relocation of utilities, water, roadway and perimeter barrier must be completed prior to construction starting.
6. The State will not allocate any funds towards this project.
7. A detailed budget outlining the estimated cost of the rehabilitation.
8. A detailed budget outlining the funding sources for the rehabilitation.
9. A representative from each firm must have visited the site; either during the site access day of November 7th, or at some other time.

KEY RFI DATES

Below is a chart that contains all of the deadlines associated with RFI 20-043:

ACTIVITY:	DATE:
Issue of RFI	October 30, 2019
Access to site [†]	November 7, 2019 9-1 pm ET
Deadline to Submit Written Questions	November 21, 2019
Response to Written Questions	December, 6, 2019
Submission of Proposals	January 3, 2020

[†] The site visit is mandatory for any interested party submitting a proposal. Failure to visit the site, either on the provided day or a past visit, will disqualify any proposal. If an interested party is unavailable to visit on the day of site access, they are advised to contact ASample@idoa.in.gov to make alternative arrangements.

SITE VISIT

As specified above, a site visit is mandatory to submit a proposal. All interested parties arriving on November 7th to view the site must first check in at the Maintenance Building located at the corner of North Lane and E Outer Drive on the north side of the Madison State Hospital campus.

QUESTION AND INQUIRY PROCESS

All questions/inquiries regarding this RFI must be submitted in writing by the deadline of **3:00 p.m. Eastern Time** on November 21, 2019. Questions/Inquiries should be submitted Q&A Template, via email to ASample@idoa.IN.gov and must be received by the time and date indicated above.

Following the question/inquiry due date, Procurement Division personnel will compile a list of the questions/inquiries submitted by all parties. The responses will be posted to the solicitation webpage on the IDOA website (<http://www.in.gov/cgi-bin/idoa/cgi-bin/bidad.pl>) according to the timetable above. Only answers posted on the IDOA website will be considered official and valid by the State.

Inquiries are not to be directed to any staff member of the FSSA, DOC, or any other participating agency.

If it becomes necessary to revise any part of this RFI, or if additional information is necessary for a clearer interpretation of provisions of this RFI prior to the due date for proposals, an addendum will be posted on the IDOA website.

PROPOSAL DOCUMENTS SUBMISSION

All RFI responses must be submitted as a Word or PDF file via email to Arthur L. Sample IV at ASample@idoa.in.gov no later than **3:00pm ET** on January 3, 2020. The email subject line should contain the following phrase “RFI 20-043, Kemp Hall Rehabilitation.”

It is important to note that all information submitted in Respondents’ responses to RFI 20-043 is subject to the Access to Public Records Act (APRA), IC 5-14-3 *et seq.*, and, after the contract award, the entire RFI file may be viewed and copied by any member of the public, including news agencies and competitors. Respondents claiming a statutory exception to the APRA must indicate so in the response submitted. Confidential Information must also be clearly marked in a separate (electronic) folder from the rest of the response. The Respondent must also specify which statutory exception of APRA that applies. The State reserves the right to make determinations of confidentiality. If the Respondent does not identify the statutory exception, the Procurement Division will not consider the submission confidential. If the State does not agree that the information designated is confidential under one of the disclosure exceptions to APRA, it may seek the opinion of the Public Access Counselor. **Please be advised that prices are not confidential information.**

PROPOSAL EVALUATION PROCEDURE

The Commissioner of IDOA or their designee will, in the exercise of their sole discretion, determine which proposal(s) offer the best means of servicing the interests of the State. The exercise of this discretion will be final.