



Request for Qualifications (RFQ) for Master Site Plan Development: Malcolm X Cultural Center Project

Site Background

The Malcolm X Memorial Foundation (MXMF) located near 3448 Evans Street, Omaha, Nebraska, is a site of profound significance as the birthplace of the renowned human rights leader, Malcolm X. Established as an official state historic site in 1984, the 17-acre site has since been dedicated to preserving and promoting his enduring legacy through the ongoing programming of MXMF, founded endearingly by the efforts of Rowena Moore.

With a mission to advance education, human rights and social change, MXMF is planning to expand and renovate its **17-acre site**, bordered by **Evans Street to the north, Bedford Street to the south, 36th Street to the west, and Malcolm X Ave & the Beltline Rail corridor to the east**.

Project Description

The Malcolm X Memorial Foundation intends to transform its site into a **vibrant cultural and educational hub**. This ambitious project aims to create a destination that not only honors Malcolm X's monumental legacy but also invigorates tourism in the area. The vision includes the **integration of a museum, community resource center and refined landscaping** into a cohesive and dynamic environment.

Given the scale of development, the project will be **phased over multiple years**, ensuring the site's long-term sustainability and impact. The early phases will focus on **critical infrastructure, early activation and stakeholder engagement**, setting the foundation for future expansions.

The first building that will be constructed is the **Mixed-Use Cultural Center**, which will serve as the **flagship building** of the development. This facility will play a central role in the site's programming and community engagement.

Scope of Services

The selected design team will provide services aligned with the specific objectives of the Malcolm X Memorial Foundation. The scope of services includes, but is not limited to:

1. Master Site Plan Development & Phased Implementation Strategy

- Develop a **comprehensive site plan** for the entire **17-acre grounds**.
- Outline a **phased development strategy** to guide project execution over multiple years.
- Conduct **feasibility studies** to assess site conditions, zoning and environmental considerations.

2. Site Infrastructure & Utility Preparation

- Assess **existing utility connections** (water, sewer, electricity, internet).
- Plan for **stormwater management, drainage and grading**.
- Develop roadways, parking areas and pedestrian pathways to **support future development**.
- Ensure compliance with **local zoning and environmental regulations**.

3. Schematic Design (Vision & Conceptual Layout)

- Establish **site circulation, zoning and infrastructure needs**.
- Create **preliminary site plans, massing diagrams and visualizations**.
- Define high-level **cost estimates and funding considerations**.

4. Design Development (Refining the Details)

- Further refine **layouts, infrastructure and site functions**.
- Identify **utility connections, grading and environmental impact mitigation**.
- Assess feasibility for **phased construction and cost implications**.

5. Permitting & Approvals

- Ensure plans comply with **building codes, zoning and permitting requirements**.
- Provide documentation to support **bidding, fundraising and regulatory approvals**.

6. Early Activation & Public Space Development

- Identify **opportunities for immediate community engagement**.
- Develop **temporary or modular structures** for pilot programming.
- Establish **public spaces, walking trails and gathering areas**.

7. Project Timeline and Phases

The project will proceed in the following six phases, each with estimated durations:

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- **Phase 1: Master Site Plan Finalization & Phased Implementation Strategy (Estimated duration: 4 months)**
- **Phase 2: Site Infrastructure & Utility Preparation (Estimated duration: 2 months)**
- **Phase 3: Schematic Design (Estimated duration: 4 months)**
- **Phase 4: Design Development (Estimated duration: 5 months)**
- **Phase 5: Permitting & Approvals (Estimated duration: 6 months)**

8. Fee Structure

Applicants should submit a **detailed fee proposal**, including:

- A breakdown of costs by **project phase**.
- Any anticipated **reimbursable expenses**.
- Cost-effective solutions balancing **quality with financial prudence**.

9. Selection Process and Criteria

Submissions will be evaluated based on:

- Experience and qualifications in **historical site development, cultural institutions and community spaces**.
- Quality and relevance of the **portfolio provided**.
- Proposed approach and methodology.
- References and past performance on similar projects.
- Understanding of the project's goals and alignment with the Foundation's mission.

10. Insurance Requirements

The selected firm must carry the following **minimum coverage**:

- **General Liability Insurance** – \$1M per occurrence
- **Professional Liability Insurance** – \$1M per claim
- **Worker's Compensation Insurance** – State-mandated coverage
- **Automobile Liability Insurance (if applicable)**

11. Confidentiality Clause

All information shared by the Malcolm X Memorial Foundation, along with all deliverables produced by the design team, shall remain **confidential** and may not be disclosed without written consent.

12. Intellectual Property Rights

All designs, plans, drawings and related materials created during this project will become the property of the Malcolm X Memorial Foundation.

13. Non-Discrimination and Equal Opportunity

The Malcolm X Memorial Foundation encourages proposals from firms owned by **minorities, women and disadvantaged groups**. All applicants will be considered without discrimination based on **race, color, religion, gender, sexual orientation, national origin, age, disability, or veteran status**.

14. Site Visit Information

Optional site visit can be scheduled for **[March 3-March 19]** → [Calendly Link](#) Interested firms are encouraged to follow the scheduling link to set up a site visit.

15. Clarifications and Questions

Applicants may submit questions by **March 21st, 2025** to **Jonathan Spellman, Owner's Representative**, at jonathan@malcolmxfoundation.org.

16. Submission Requirements & Deadline:

Interested firms should submit:

- Portfolio of **relevant projects**.
- Resumes of **key personnel**.
- Approach and methodology.
- Client references.
- Proposed timeline.
- **Detailed fee proposal**.

Submission Deadline: All submissions must be received by **April 14, 2025, at 5:00PM CST**.