

MARIE SELBY BOTANICAL GARDENS



Request for Proposal Selby House Interior Renovation

Marie Selby Botanical Gardens (“Selby Gardens”) provides 45 acres of bayfront sanctuaries connecting people with air plants of the world, native nature, and our regional history. Established by forward-thinking women of their time, Selby Gardens comprises the 15-acre Downtown Sarasota campus and the 30-acre Historic Spanish Point campus in the Osprey area of Sarasota County, Florida. The Downtown Sarasota campus on Sarasota Bay is the only botanical garden in the world dedicated to displaying and studying epiphytic orchids, bromeliads, gesneriads and ferns, and other tropical plants. There is a significant focus on botany, horticulture, education, historical preservation, and the environment. The Historic Spanish Point campus, located less than 10 miles south along Little Sarasota Bay, is one of the largest preserves showcasing native Florida plants that is interpreted for and open to the public, and it celebrates an archaeological record encompassing 5,000 years of Florida history.

Purpose of RFP

Selby Gardens is issuing a request for proposals for architectural and engineering services for the renovation of the Selby House interior. Selby Gardens will select one vendor agency to manage and implement the aspects of the Selby House interior renovations from the responses received for this RFP.

In issuing this RFP, Selby Gardens does not commit to a contract for work with any vendor(s) responding to this RFP either within the dates specified in the RFP or at any other time. Selby Gardens will not reimburse vendors for any expenses or pay for any implied services associated with responses to this RFP. Vendors responding to this RFP must do so entirely at their own expense. Selby Gardens agrees to maintain all vendor proposal materials as private and confidential and not to display or disseminate them to any individuals other than those evaluating their contents for purposes of this RFP. All proposals and collateral materials submitted in response to this RFP become the property of Selby Gardens and will not be returned to the vendors.

RFP Contact Information and Questions

Interested parties may direct questions about this RFP to:

Marie Selby Botanical Gardens
Mark Elliot, senior director of facilities and security
1534 Mound Street
Sarasota, FL 34236
Email: melliott@selby.org Phone: 941.376.0271

Submission Requirements

Proposers should submit an electronic copy of their proposal by 5 p.m. on Friday, October 7, to melliott@selby.org.

Proposers will be notified no later than Friday, October 14, of Selby Gardens' final decision.

Scope of Work

The project scope will consist of, but is not limited to:

- Relocating existing café space
- Upgrading electrical, HVAC, and plumbing systems
- Foundation repairs
- Removing non-historic features of the home and restoring period-appropriate features
- Widening doorways for ADA accessibility
- Insulating the structure to promote energy efficiency
- Restoring the interior of the home to as close to original condition as possible to create a museum-quality space that allows Selby Gardens to tell the story of Willian and Marie Selby

Price, Proposal, Fees, and Expenses

Proposals should explain in clear detail the architect's process for working with Selby Gardens, establishing a program, conducting field studies, and moving from conceptual drawings to final contract drawings.

Proposals should include:

- Building evaluation, as-built documentation, and schematic design
- Construction document phase
- Permitting
- Construction administration

The architects shall engage the appropriate design team including but not limited to engineers and allied professionals as required.