CITY OF MUSTANG
REQUEST FOR PROPOSALS (RFP)
Architectural Design Services
Barn-Style Multi-Purpose Marketplace Building
1001 N. Mustang Rd

ISSUE DATE: July 14,2025
PROPOSALS DUE: August 26, 2025
CONTACT: David Russell, Project Manager
EMAIL: drussell@cityofmustang.org
PHONE: (405)850-6422 ext. 1219

1. Project Overview

The City of Mustang is soliciting proposals from qualified architectural firms to provide full design services for a new 6,000 square foot barn-style multi-purpose building, to be located at **1001 N. Mustang Rd, Mustang, Oklahoma**. The facility will serve as a community asset, operating year-round as a farmers' market, event venue, and housing a demonstration kitchen. The City seeks an experienced firm to create a functional, flexible, and visually striking facility that reflects Mustang's heritage while supporting community development and economic vitality.

2. Project Description

- **Project Location:** 1001 N. Mustang Rd, Mustang, OK 73064
- **Estimated Size:** Approximately 6,000 square feet
- **Architectural Style:** Modern barn-style design with agricultural character
- **Key Components:**
  - **Farmers Market Space:** Flexible open-air layout, roll-up doors for indoor/outdoor flow
  - **Event Venue:** Space adaptable for civic events, private rentals, classes, and performances
  - **Demonstration Kitchen:** Fully-equipped, code-compliant kitchen for public education, culinary programming, and event support
- **Design Priorities:**
  - Durable, low-maintenance materials (e.g., metal siding, red brick columns, exposed steel or wood trusses)
  - Covered porches or a wrap-around veranda for shaded market and gathering space
  - Large operable openings for air flow and seasonal adaptability
  - Integration with existing site features and City infrastructure
  - ADA accessibility and full building code compliance

3. Scope of Services

The selected firm will provide professional services including but not limited to:

- Conceptual and schematic design
- Design development and construction documents
- Site planning and civil coordination
- MEP (mechanical, electrical, plumbing) design integration
- Cost estimating and value engineering
- Assistance with permitting and code compliance
- Construction administration (optional: include as separate line item)

4. Proposal Requirements

Interested firms should submit a proposal including the following:

1. **Cover Letter / Letter of Interest**
2. **Firm Qualifications & Experience**
    - Description of firm and relevant past projects
    - Barn-style, market, or community event facilities preferred
    - Resumes of key team members
3. **Design Approach**
    - Initial design vision or narrative
    - Stakeholder engagement strategy
    - Proposed design schedule with key milestones
4. **Fee Proposal**
    - Fee structure (lump sum or hourly with estimated total)
    - Identification of reimbursable expenses and optional services
5. **References**
    - Contact information for at least three recent, similar projects

5. Evaluation Criteria

Proposals will be evaluated based on:

- Relevant experience and project quality
- Understanding of project scope and City goals
- Creativity, functionality, and style of previous work
- Qualifications of proposed team
- Fee proposal and overall value
- References and demonstrated client satisfaction

6. Submission Details

- **Deadline for Submission:** 10:00AM on August 26, 2025
- **Submission Format:** Hard copy presentation, not to exceed 20 pages
- **Deliver to:** Mustang City Clerk, 1501 N. Mustang Rd., Mustang, OK 73064
- **Subject Line:** "Architectural Proposal – Mustang Marketplace"
- **Questions Deadline:** August 12, 2025

7. General Conditions

- The City of Mustang reserves the right to reject any or all proposals.
- The City is not responsible for costs incurred in the preparation of proposals.
- All submitted materials become the property of the City of Mustang.
- The selected firm will be required to enter into a standard professional services contract with the City.

We thank you for your interest in working with the City of Mustang to bring this community project to life.