



City of Collinsville, Illinois
Request for Information
Sports Complex Development
Middle School Greenspace Development
Former Gateway Fun Park Development

City of Collinsville Sports Complex Development RFI

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1. Overview

The City of Collinsville (City) will accept Statements of Interest for the development of a state-of-the-art sports complex facility. There are three (3) sites including the existing Sports Complex (198 Complex Drive, Collinsville), the greenspace at the Collinsville Middle School (9649 Collinsville Road, Collinsville), and the redevelopment of the former Gateway Fun Park site (8 Gateway Drive, Collinsville). This project represents a significant investment in our community's recreational infrastructure and will serve as a premier destination for sports and recreational activities in our region.

The existing Sports Complex site measures 56-acres and is located just off I-255 on the southern end of Collinsville. The Collinsville Middle School site is located directly across Collinsville Road from the existing Sports Complex. The greenspace on the site as well as the lot in front of the Collinsville Water Treatment Plant are open to consideration in the development.

The former Gateway Fun Park site is roughly 6.3-acres with a nearly 13,000 sq ft building located in a hospitality district in Collinsville. This site is adjacent to the Gateway Convention Center and next to the Collinsville Aqua Park, situated near many hotels with immediate access to three major interstates. The site location is primed for additional commercial and entertainment development. Proposals for this site are optional as the City's bigger priority is the existing Sports Complex and Middle School. However, the City is interested in soliciting complementary or stand-alone uses for the former Gateway Fun park site.

Interested parties are invited to submit Statements of Interest for individual property developments or any combination of the three sites.

2. Background

The City resumed operational control of its parks in January of 2018 from the Collinsville Area Recreation District (CARD) as it entered a state of dissolution. As the City works to build its park and recreational opportunities, the development of the sports complex and surrounding properties presents prospective economic benefit in addition to health and wellness benefits.

3. Objective

The City of Collinsville contracted with Sports Facilities Advisory (SFA) on a Feasibility Study and Proforma for the three properties. The full studies are available on the [City of Collinsville website](#). The definitions of success from the study are:

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- Create a best in market asset that features diverse, multi-generational, and flexible programming capabilities such as sports, community, civic, school activities, etc. that serve the community and a wide variety of potential partners and stakeholders, while maintaining the flexibility to adapt to future programs.
- Improve the quality of life and sense of place for Collinsville residents through access to amenities and programming.
- Create a driver of economic impact that supports local businesses by generating consumer spending and hotel/motel room nights from non-local visitors.
- Leverage revenue generating opportunities, strategic partnerships, corporate sponsorships, and other development opportunities to limit ongoing operational subsidies.

4. Scope

The City envisions the implementation of a partnership for redevelopment of diamonds and long fields at the Sports Complex and Collinsville Middle School in cooperation with Collinsville Community Unit School District 10. Improvements will focus on providing improved diamonds (softball/baseball) and long fields (soccer/lacrosse/football/multi-purpose) along with general facility upgrades to improve access, site drainage, and overall use of the complex by the community and Collinsville Unit #10.

The City is seeking a multi-disciplinary team to develop a master development plan, design development plans, and construction documents as well as management solutions for operations. Design elements will need to include:

- Underground utilities
- Pathway development
- Parking and drive improvements
- Security and field lighting
- Diamond and long field development
- Natural landscaping
- Concessions
- Space for an all-abilities playground
- Shade
- Storage
- Green infrastructure and stormwater detention

The former Gateway Fun Park site is open for consideration of public-private partnership or private development completely. The City will consider entering into an agreement with a party/parties for sales & marketing, design consulting, venue & event management, and operations management in addition to the formal design and construction documents. The

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services require a high degree of professional experience, knowledge, and skills where the personality of those individuals plays an important role.

Special considerations will be given to consultants/potential partners with innovative ideas that can move the City in a direction to complete the project with a positive EBITA and a progressive timeline.

5. Service Area

The area of on-site service is the City of Collinsville and surrounding communities with the ability to pull regional and national tournaments in partnership with regional partners such as neighboring community Parks Departments, schools, and college campuses.

6. Information Submission

Interested firms are invited to offer their submittals for consideration. Submissions should include the following:

- A cover letter expressing your firm's interest in the project and a brief overview of your qualifications.
- Detailed information about your firm, including its history, organizational structure, and relevant experience in designing and constructing sports complexes in addition to designing, constructing and/or managing sports complexes.
- Resumés of key personnel who will be involved in the project, including architects, project managers, and construction professionals as well as key personnel of strategic partners that may be involved.
- A portfolio showcasing previous sports complex projects completed and/or managed by your firm.
- References from past clients, including contact information.
- Any information that sets the firm apart as a superior partner in the development of the complex for Collinsville.

7. Timeline

RFI Release Date: November 17, 2023

Deadline for Submission: December 15, 2023

Evaluation of Submissions: December 18, 2023, through January 12, 2024

Shortlisting of Firms: January 19, 2024

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8. Government Furnished Information

The City of Collinsville will provide the selected consultant with copies of available records including:

- SFA Feasibility Study and Proformas
- Topographical Survey Information
- Schedule of community meetings and facilities

9. Quality Assurance and Performance Measures

The following evaluation criteria have been established to guide the selection of a consultant/partner in the development and potential operation of the Sports Complex:

1. Experience and Qualifications: The firm's experience and qualifications in designing, managing, and constructing sports complex facilities.
2. Past Performance: The firm's track record of successfully completing similar projects on time and within budget.
3. Team Expertise: The qualifications and expertise of key personnel who will be assigned to the project.
4. References: Please provide at least three professional references for similar projects and or partnerships.
5. Financial Stability: Evidence of the firm's financial stability and capacity to undertake a project of this scale.
6. Innovation and Sustainability: Proposals that incorporate innovative and sustainable design and construction practices will be highly regarded.
7. Other information as appropriate.

Requests for Information (RFI) will be accepted at the Park and Recreation Offices located at 10 Gateway Drive, Collinsville, IL 62234 until 4:00 pm on Month Date, 2023 or via email on the same timeline to parkdirector@collinsvilleil.org. Submittals received after the appointed time set for receipt will be returned unopened.

Questions and Clarifications

Any questions or requests for clarifications regarding this RFI should be submitted in writing to Kimberly Caughran at parkdirector@collinsvilleil.org no later than [Deadline for Questions].

10. Special Considerations

The City is open to a public-private partnership with investors for development and management solutions to bring these recreational opportunities to reality. The City will consider entering into an agreement with a party/parties for sales & marketing, design consulting, venue & event management, and operations management in addition to the formal design and construction documents. The services require a high degree of professional experience, knowledge, and skills where the personality of those individuals plays an important role.

Special considerations will be given to consultants/potential partners with innovative ideas that can move the City in a direction to complete the project with a positive EBITA and a progressive timeline.

This submission in no way commits the City of Collinsville to award the project(s). This process is for information gathering purposes and will be followed up with a Request of Proposals (RFP). Only RFI respondents will be considered for the follow up RFP process.

The City looks forward to receiving your statements of interest and working with a firm that shares our commitment to creating a world-class sports complex facility for our community.