



University District Public Development Authority INFORMAL REQUEST FOR PROPOSALS (IRFP)

Released Wednesday, January 28, 2025

<p>IRFP TITLE: U Incubation Village Planning Study</p> <p>IRFP COORDINATOR: Juliet Sinisterra, CEO, info@spokaneudistrict.org</p> <p>OPTIONAL ZOOM INFO SESSION: February 4, at 1 PM Pacific via Zoom (see email for link)</p> <p>QUESTION DEADLINE: February 6, 2025, by 1 PM</p>	<p>PROPOSAL DUE DATE: Tuesday, February 11, 2025, by 1:00 PM Pacific.</p> <p>All Proposals shall be submitted via email to info@spokaneudistrict.org</p>
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1. GENERAL INFORMATION

1.1 COMMUNICATION

All communication between the Proposer and the University District Public Development Authority (hereinafter “UDPDA”) shall be with the above IRFP Coordinator. Any communication directed to other parties is prohibited.

1.2 PROJECT OVERVIEW

The UDPDA is inviting proposals from a highly experienced planning and community development firm (“Firm”) to research, model, prioritize, and quantify nationwide best practices; operating costs; construction costs; job creation; financial development strategy; and site analysis to inform future development of a U Incubation Village (“Project”) (see Attachment 2 for proposed Program Draft). The UDPDA seeks to understand the overall feasibility of the Project and how the Project could be financed alongside the larger [U Vision 2044](#) priorities and [Next Generation Conceptual Plan](#).

1.3 DISTRICT BACKGROUND

Spokane’s University District (www.spokaneudistrict.org) is unique: A live/learn/work/play confluence of innovation, discovery, entrepreneurship, scholarship, and neighborhood revitalization. The District is home to five major universities (Eastern Washington University, Gonzaga University, University of Washington, Washington State University Health Sciences Spokane, and Whitworth University), two medical schools, and administrative offices for Spokane’s community colleges. The District is just east of downtown Spokane and north of the extensive medical/hospital complex on Spokane’s South Hill.

It also is home to a nationally recognized smart city test bed and a burgeoning life sciences ecosystem. As such, the University District is an idea-generating and innovation-focused community at its core. The District acts as an urban laboratory for creating new knowledge and applied, community-engaged research, resulting in increased regional prosperity and improved quality of life.

The UDPDA is a quasi-municipal corporation organized under the laws of the State of Washington, RCW 35.21.730 through RCW 35.21.757, and established by the City of Spokane Ordinance C34933 in 2012. The UDPDA aims to advance economic development and infrastructure improvements that serve a public benefit within the 770-acre University District Revitalization Area (UDRA). The UDPDA can assist development projects with reimbursement for improvements that are dedicated to and for the benefit of the public.

In November 2019, City of Spokane Ordinance C35828 approved an interlocal agreement between the City of Spokane and Spokane County regarding the reformation of the UDPDA board and amended the charter and bylaws of the organization. The UDPDA follows the purchasing and procurement policies of the City of Spokane.

Specific restrictions apply to contracting with current or former City officers and employees under the City’s Code of Ethics in chapter 1.04 of the Spokane Municipal Code. Proposers should familiarize themselves with the requirements before submitting a Proposal that includes current or former City officers or employees.

1.4 MINIMUM QUALIFICATIONS

The UDPDA desires a Firm with expertise and a proven track record in all of these areas:

- Real Estate Market Analysis
- Best Practice Research in Urban Analysis and Development
- Financial Feasibility and Highest-Best Use Analysis
- Portfolio Prioritization regarding Asset Valuation
- Key Stakeholder Engagement
- Visioning and Thought Leadership
- Expertise around DEIA+ issues
- Expertise in Public and Private Financing Alternatives
- State of Washington Real Estate Law

1.5 CONTRACT PERIOD

The contract period is estimated to be approximately (10) ten months, from March to December 31, 2025. The contract is renewable upon mutual agreement.

1.6 ADDENDA

Proposers are responsible for checking the UDPDA’s [Publications page](#) on its website for Addenda or other additional information that may be posted regarding this IRFP.

1.7 TERMS AND CONDITIONS

Terms and Conditions applicable to this IRFP and contracting with the UDPDA are included by reference and attached to this IRFP as Attachment 1.

1.8 ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

IRFP Information Session via Zoom (optional)	2/4/25 – 1:00 PM Pacific
Question Deadline (submitted via email to info@spokaneudistrict.org)	2/6/24 – 1:00 PM Pacific
Proposals Due	2/11/24 – 1:00 PM Pacific
Proposal Evaluation, Negotiation, and Contract Award	February 14, 2025
Begin Contract Work	March 2025
Complete Phase Contract Work	December 31, 2025

The UDPDA reserves the right to revise the above schedule.

1.9 DEFINITIONS

Definitions for this IRFP include:

UDPDA – The University District Public Development Authority—a Washington State quasi-municipal corporation—is issuing this IRFP.

Firm or Consultant – Individual or company whose Proposal has been accepted by the UDPDA and is awarded a fully executed, written contract.

Proposal – A formal offer submitted in response to this solicitation.

Proposer – Individual or Firm submitting a Proposal to attain a contract with the UDPDA.

2. SCOPE OF SERVICES

2.1 SCOPE OF SERVICES

The UDPDA anticipates that the scope of services to be performed by the Firm may include, but not be limited to, any or all of the following activities:

- All work to build upon and be informed by earlier and concurrent U Incubation Village studies, including but not limited to: “Grain and Produce Processing Center Feasibility Analysis” by Crossroads Resource Center; “U Incubation Village Cooperative Ownership Structure Analysis” by The Grain Shed; and “U Incubation Village Market and Needs Assessment” by D&B Creative.
- Conduct and compile up to three case study interviews on similar maker space and folk markets nationwide.
- Conduct outreach and research by engaging up to four key developers and real estate brokers in the Spokane area.
- Build on district development case studies from the [Spokane University District Urban Amenities Research and Analysis for the South UD](#); conduct up to four case studies around the finance strategy of the Project and larger District identified development priorities.
- Based on the established building program, develop projected operating costs, job creation, construction costs, and finance strategy for the Project.
- Based on the analysis above, refine the program listing as needed.
- Based on the established program listing (see Attachment 2), evaluate up to three sites for development, including zoning and code analysis and spatial diagrammatic site design options.
- Regular biweekly meetings with identified UDPDA staff.
- Regular monthly meetings with key development partners.
- Present to UD Executive Advisory Committee (twice).
- Final Documentation including recommended strategies in the future.
- Final Presentation to UDPDA and UDDA Boards.

The UDPDA envisions an 87,251 SF mixed-use development of the Project, including the following (see the draft program listing in Attachment 2).

- 19,580 SF Maker Spaces and Green Jobs Reskilling Center
- 5,600 SF Shared Event and Classroom Space
- 9,650 SF Retail/Support Spaces, including Folk Market
- 22,700 SF Regional Agri-Economy Center
- 4,000 SF Office/Administration
- 2,800 SF Restrooms
- 16,800 SF Exterior Spaces

For additional context, please review these past vision- and planning-related documents:

- [Next Generation Conceptual Plan](#)
- [U Vision 2044 Goals and Strategies](#)
- [Greene Economics UD Ecological Assets and Performance Standards Final Report](#)
- [Spokane Beat the Heat: Correlations of Urban Heat with Race and Income in Spokane, WA](#)
- [Cascadia Partners Urban Amenities Research and Analysis for the South UD](#)
- [Center-Based Planning Transit-Oriented Development Study](#)
- [South Logan Transit Oriented Development Study](#)
- [City of Spokane South Sub Area Plan](#)
- [University District Site Suitability for Stormwater Management](#)

- [Capital Funding Strategy for Accelerating the Spokane University District](#)

3. PROPOSAL CONTENT

3.1 PREPARATION OF PROPOSAL

Proposals must be submitted as one PDF document and must not exceed eight (8) pages, including a Letter of Submittal. Proposals should be clear, concise, and in order, and sections should be titled Letter of Submittal, Management Proposal, Relevant Experience, and Cost Proposal.

3.2 LETTER OF SUBMITTAL

The Letter of Submittal shall be signed and dated by a person authorized to bind the Firm to a contractual relationship legally. Include the following information about the Firm and any proposed sub-consultants:

- Introduction to the Proposal;
- Name, address, principal place of business, telephone number, and e-mail address of the legal entity or individual with whom the contract would be written;
- The legal status of the Firm (sole proprietorship, partnership, corporation, etc.) and location of the facility from which the Firm would operate;
- List current or former employees employed by or serving on the Firm's governing board, if any, as of the date of the Proposal or during the previous twelve (12) months and
- Acknowledgment that the Firm will comply with all terms and conditions outlined in the IRFP unless otherwise agreed to.

3.3 MANAGEMENT PROPOSAL

Proposal content for this section shall include an understanding of the UDPDA's requirements and present a more detailed proposed approach based on the proposed Scope of Services, noting any recommended changes or additions and justifications.

Provide details describing the project team and point of contact for the scope necessary to accomplish the scope as described in the Scope of Services section. Provide the name and address of any sub-consultant and what services they may provide. Include how the project team will work with and support UDPDA staff and related committees. Provide Project schedule and list deliverables.

3.4 QUALIFICATIONS PROPOSAL

Proposal content for this section shall include experience, capabilities, qualifications, and application of resources to convey the ability to perform the two phases of the scope of services.

- A. Indicate the experience the Firm, staff, and any sub-consultants have that is relevant to the scope of services. Provide name, title, and a brief description of duties, responsibilities, qualifications, and years of pertinent experience, mainly working with diverse communities. Indicate availability for each staff member assigned to the project and include the percentage of time each will be assigned to the project. Describe how the Firm will respond proactively to issues and project scope changes. The Firm shall commit that staff identified in its Proposal will perform the assigned work. Any staff substitution must have the UDPDA's prior approval. Please list if you are a minority and/or woman-owned business.
- B. Include a list of contracts the Firm has had during the last three (3) years up to a maximum of four (4) contracts that relate to the Firm's ability to perform the services needed under this IRFP. Provide

contract period, contact names, phone numbers, and e-mail addresses. Do not include UDPDA staff as references. The Firm grants permission to the UDPDA to contact the list provided.

- C. If the Firm has had a contract terminated for default in the last five (5) years, describe the incident. Termination for default is defined as notice to stop performance due to the Firm’s non-performance or poor performance and if the issue of performance was either (a) not litigated due to inaction on the part of the Proposer or (b) litigated and such litigation determined that the Proposer was in default. Provide the other party’s name, address, phone number, and email address. If the Firm has experienced no such termination for default in the past five (5) years, so indicate.

3.5 COST PROPOSAL

The Cost Proposal shall identify all costs, including any expenses necessary to accomplish the tasks and produce the deliverables under the contract. Firms are required to collect and pay WA state sales tax, if applicable. Do not include WA state sales tax in the Proposal.

4. PROPOSAL SUBMISSION AND EVALUATION

4.1 SUBMISSION OF PROPOSALS

Proposals shall be submitted in PDF format via email to info@spokaneudistrict.org no later than **Tuesday, February 11, 2025, at 1:00 PM Pacific. Paper or faxed copies will not be accepted. Late proposals will not be accepted.** Please note that all proposals are public records and are subject to release under a valid public records request (see Section 9 of Attachment 1, Terms and Conditions).

4.2 EVALUATION PROCEDURE

Responsive Proposals will be evaluated per the requirements stated in this IRFP and any addenda issued. The UDPDA, at its sole discretion, may select the top-scoring firm(s) as finalists for an oral presentation and evaluation. Commitments made by the Firm at the oral interview will be considered binding. The IRFP Coordinator may contact the Firm for clarification of any portion of the Firm’s Proposal.

4.3 EVALUATION SCORING

The Proposal will be evaluated as follows:

LETTER OF SUBMITTAL – 10%	20 points
MANAGEMENT PROPOSAL – 30%	60 points
QUALIFICATIONS PROPOSAL – 30%	60 points
COST PROPOSAL – 30%	60 points
GRAND TOTAL FOR PROPOSAL	200 POINTS

4.4 AWARD/REJECTION OF PROPOSAL/CONTRACT

This IRFP does not oblige the UDPDA to award a contract. Any contract awarded as a result of this IRFP is contingent upon funding availability. The UDPDA reserves the option of granting this contract in any manner most advantageous for the UDPDA. Failure to comply with any part of the IRFP may result in rejection of the Proposal as non-responsive. At its sole discretion, the UDPDA reserves the right to waive minor irregularities, reject any Proposals received without penalty, and not issue a contract from this IRFP. More than one contract may be awarded. Contract negotiations may incorporate some or all

of the Proposal. Award of contract, when and if made, will be given to the proposer whose Proposal is the most favorable to the UDPDA, including consideration of the evaluation criteria. Where applicable, interlocal agreements accessing other agency contracts may be considered a Proposal.

5. IRFP ATTACHMENTS

Attached to this IRFP and incorporated herein by reference are the following background document(s):

- **Attachment 1** – General UDPDA Terms and Conditions
- **Attachment 2** – U Incubation Established Building Program Draft



“Attachment 1 - Terms and Conditions” - Updated

UNIVERSITY DISTRICT PUBLIC DEVELOPMENT AUTHORITY (UDPDA) TERMS AND CONDITIONS

1. **Scope of Services.** Unless otherwise stated, the Firm shall furnish all labor, supervision, materials, and other items related to the work and expend the costs necessary to complete the specified Work.
2. **Completion Time.** Services shall be completed by the date in the executed Contract.
3. **Liquidated Damages.** If the Service is not completed within the stated contractual time, the Consultant agrees to pay the UDPDA liquidated damages in the amount specified in the Contract for every calendar day the Service remains uncompleted.
4. **Intent of Specifications.** The apparent silence or omission in the specifications as to any detail of the Service(s).
5. **Subcontractors.** The Consultant shall not award any portion of the work to any subcontractor without the UDPDA’s prior approval. The Consultant shall be fully responsible to the UDPDA for the acts, errors, and omissions of its subcontractors. No contractual relationship shall be created between any subcontractor and the UDPDA.
6. **Non-Collusion.** The Consultant certifies that his/her firm has not entered into any agreement of any nature whatsoever to fix, maintain, increase, or reduce the prices or competition regarding item(s) covered by the contract.
7. **Mandatory Disclaimer.** The University District Public Development Authority is a public authority organized pursuant to the laws of the State of Washington, RCW 35.21.730 through RCW 35.21.757. RCW 35.21.750 provides as follows: [A]ll liabilities incurred by such public corporation, commission, or authority shall be satisfied exclusively from the assets and properties of such public corporation, commission, or authority, and no creditor or other person shall have any right of action against the city, town, or county creating such corporation, commission or authority on account of any debts, obligations, or liabilities of such public corporation, commission, or authority.
8. **Authorship.** Proposers must identify any assistance provided by agencies or individuals outside the proposer's Firm in preparing the proposal. No contingent fees for such assistance will be allowed to be paid under any contract resulting from this RFP.
9. **Proprietary Information and Public Disclosure.** All materials submitted to the UDPDA in response to this competitive procurement shall become the property of the UDPDA. All materials received by the UDPDA are public records and are subject to being released pursuant to a valid public records request. Washington state law mandates that all documents used, received, or produced by a governmental entity are presumptively public records, and there are few exemptions. Chapter 41.56 RCW. When responding to this competitive procurement, please consider that what you submit will be a public record. If you believe that some part of your response constitutes legally protected proprietary information, you MUST submit those portions of your response as a separate part of your response, and you MUST label it as “PROPRIETARY INFORMATION.” If a valid public records request is then received by the UDPDA for this information, you will be given notice and put in touch with the requesting party to inquire if they wish to revise their request. If not, you will have a 10-day opportunity to go to court to obtain an injunction to prevent the UDPDA from releasing this part of your response. If no injunction is obtained, the UDPDA is legally required to release the records as is. The UDPDA will neither look for nor honor any claims of “proprietary information” that are not within the separate part of your response.
10. **Costs to Propose.** The UDPDA will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this IRFP, in conduct of a presentation, or any other activities related to responding to this IRFP.
11. **Debriefing of Unsuccessful Proposers.** Upon request, a debriefing conference will be scheduled with an unsuccessful Proposer. The discussion will be limited to a critique of the requesting Firm’s Proposal.

Comparisons between Proposals or evaluations of the other Proposals will not be allowed. Debriefing conferences may be conducted on the telephone, via Zoom, or in-person as appropriate.

12. **Minority and Women-Owned Business Participation.** The UDPDA encourages participation in all of its contracts by Firms certified by the Washington State Office of Minority and Women's Business Enterprises (OMWBE). Proposers may contact OMWBE at (360)753-9693 to obtain information on certified Firms.
13. **Nondiscrimination.** No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this work because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.
14. **Indemnification.** The Consultant/Contractor/Company shall defend, indemnify, and hold the UDPDA and its officers and employees harmless from all claims, demands, or suits at law or equity-asserted by third parties for bodily injury (including death) and/or property damage which arise from the Consultant's/Contractor's/Company's negligence or willful misconduct under this Agreement, including attorneys' fees and litigation costs; provided that nothing herein shall require a Consultant/Contractor/Company to indemnify the UDPDA against and hold harmless the UDPDA from claims, demands or suits based solely upon the negligence of the UDPDA, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the Consultant's/Contractor's/Company's agents or employees and the UDPDA, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Consultant/Contractor/Company, its agents, or employees. The Consultant/Contractor/Company specifically assumes liability and agrees to defend, indemnify, and hold the UDPDA harmless for actions brought by the Consultant's/Contractor's/Company's own employees against the UDPDA and, solely for the purpose of this indemnification and defense, the Consultant/Contractor/Company specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Consultant/Contractor/Company recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the UDPDA harmless provided for in this section shall survive any termination or expiration of this agreement.
15. **Business Registration Requirement.** Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the UDPDA without first having obtained and currently being the holder of a valid annual business registration or temporary business registration as provided in this chapter. The Firm shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a business registration. If the Firm does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at 509-625-6070 to request an exemption status determination.
16. **Anti-Kickback.** No officer or employee of the UDPDA, having the power or duty to perform an official act or action related to this contract shall have or acquire any interest in the contract, or have solicited, accepted, or granted a present or future gift, favor, service or other thing of value from or to any person involved in the contract.
17. **Disputes.** This contract shall be performed under the laws of Washington State. Any litigation to enforce this contract or any of its provisions shall be brought in Spokane County, Washington.
18. **Termination.**
 - A. **For Cause:** The UDPDA or Consultant may terminate the Agreement if the other party is in material breach of this Agreement, and such breach has not been corrected to the other party's reasonable satisfaction in a timely manner. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.
 - B. **For Reasons Beyond Control of Parties:** Either party may terminate this Agreement without recourse by the other where performance is rendered impossible or impracticable for reasons beyond such party's reasonable control, such as, but not limited to, an act of nature, war or warlike operation, civil

commotion, riot, labor dispute including strike, walkout or lockout, except labor disputes involving the Consultant's own employees, sabotage, or superior governmental regulation or control. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.

- C. For Convenience: Either party may terminate this Agreement without cause, upon thirty (30) days written notice to the other party.
 - D. Actions upon Termination: if termination occurs not the fault of the Consultant, the Consultant shall be paid for the services properly performed prior to the actual termination date, with any reimbursable expenses then due, but such compensation shall not exceed the maximum compensation to be paid under the Agreement. The Consultant agrees this payment shall fully and adequately compensate the Consultant and all sub-consultants for all profits, costs, expenses, losses, liabilities, damages, taxes, and charges of any kind (whether foreseen or unforeseen) attributable to the termination of this Agreement.
 - E. Upon termination, the Consultant shall provide the UDPDA with the most current design documents, contract documents, writings, and other products the Consultant has produced to termination, along with copies of all project-related correspondence and similar items. The UDPDA shall have the same rights to use these materials as if termination had not occurred; provided however, that the UDPDA shall indemnify and hold the Consultant harmless from any claims, losses, or damages to the extent caused by modifications made by the UDPDA to the Consultant's work product.
19. **Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion.** A certification form will accompany the contract to be signed confirming that, to the best of its knowledge and belief, Firm and its principals;
- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - B. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
 - C. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
 - D. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
20. **Liability.** The Firm shall indemnify, defend, and hold harmless the UDPDA, its officers and employees from all claims, demands, or suits in law or equity arising from the Firm's negligence or breach or its obligations under the contract. The Firm's duty to indemnify shall not apply to liability caused by the sole negligence of the UDPDA, its officers and employees. The Firm's duty to indemnify for liability arising from the concurrent negligence of the UDPDA, its officers and employees and the Firm, its officers and employees shall apply only to the extent of the negligence of the Firm, its officers, and employees. The Firm's duty to indemnify shall survive termination or expiration of the contract. The Firm waives, with respect to the UDPDA only, its immunity under RCW Title 51, Industrial Insurance.
21. **Insurance.** During the term of the Contract, the Consultant shall maintain in force at its own During the term of the contract, the Firm shall maintain in force at its own expense, each insurance coverage noted below:
- A. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000; and
 - B. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this contract. It shall provide that the UDPDA, its officers and employees are additional insureds, but only with respect to the Firm's services to be provided under this contract; and

- C. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.
- D. Professional Liability Insurance with a combined single limit of not less than \$1,000,000 each claim, incident, or occurrence. This is to cover damages caused by the error, omission, or negligent acts related to the professional services to be provided under this contract. The coverage must remain in effect for at least three (3) years after the contract is completed.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without forty-five (45) days written notice from the Firm or its insurer(s) to the UDPDA.

As evidence of the insurance coverage required by this contract, the Firm shall furnish acceptable insurance certificates to the UDPDA at the time it returns the signed contract. The certificate shall specify all of the parties who are additional insured, and include applicable policy endorsements, and the deductible or retention level, as well as policy limits. Insuring companies or entities are subject to UDPDA acceptance and must have a rating of A- or higher by Best. Copies of all applicable endorsements shall be provided. The Firm shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

U Incubation Village Program Listing - DRAFT

Winter 2025

	Qty		
MAKER SPACES & GREEN JOBS RESKILLING			19,580
Fine Arts	8	360	2,880
Welding, Textile & Carpentry Center	1	1200	1,200
Music/Sound Recording Studios	3	200	600
Clean Room	1	200	200
Writing Rooms	2	200	400
Food Incubation	2	2000	4,000
Photo Studio/Large Format Printer/Scanner	1	600	600
Innovation Maker Labs	2	800	1,600
Digital Tech "Mad Co-Lab"	1	800	800
Incubation Labs	4	175	700
Leased Lab Space (includes Cold Storage, 12' Ceiling Ht)	1	4000	4,000
Visting Fellow Housing	4	650	2,600
SHARED EVENT AND CLASSROOM SPACE			5,600
Classrooms Rooms/Large Indoor Event Space	6	800	4,800
Catering Kitchen/Shared Office Kitchen	1	200	200
Storage	1	600	600
RETAIL/SUPPORT SPACES			9,650
Folk-Maker Market	20	300	6,000
Gift Shop	1	650	650
Lounge/Juice Bar/Coffee Shop/Tea Room	1	1000	1,000
Repair Café/ Mend It Café	1	800	800
Meditation/Reflection Room	1	400	400
Bike Storage	1	800	800
REGIONAL AGRI-ECONOMY CENTER			22,700
Malting Facility	1	10000	10,000
Food Hub Food Receiving/Sorting	2	1000	2,000
Food Hub Retail Area	1	3500	3,500
Office Administration	1	1200	1,200
Food Processing Center	1	6000	6,000
OFFICE/ADMINISTRATION			4,000
Reception	1	400	400
Office Suites	3	1200	3,600
Kitchenette (see Catering Kitchen above)			
RESTROOMS			2,800
Non-Gender		2000	2,000
Locker Room/Showers	2	400	800
SECURITY			300
		NET AREA	64,630
CIRCULATION			12,926

BUILDING SYSTEMS

9,695

GROSS AREA**87,251****EXTERIOR SPACES****16,800**

Outdoor Amphitheater/Community Plaza

10,000

Volleyball Court

2,000

Chess Tables

800

Food Pod/Court

4,000

Parking (100 spaces)