

## Architectural Design & Engineering Services Request for Proposal



### **A Safe Place New Emergency Shelter Lake County, IL**

*Issue Date:*  
*December 16, 2024*

**Prepared By:**

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# Request for Proposal

## Architectural & Engineering Design Services A Safe Place

On behalf of A Safe Place, Cullen Construction Management hereby requests proposals for Professional Campus Master Planning and Architectural and Engineering Design Services to support the new construction of an emergency shelter for survivors of domestic violence and human trafficking on a large campus in Lake County, Illinois.

The proposed new building will be approximately 40,000 sf located within a 22-acre site. Aside from design and programming for the new 40,000 sf building and adjacent parking area, the intent is to develop a full site master plan to allow for future expansion.

To protect the confidentiality of the new proposed emergency shelter, please sign and return the attached Non-Disclosure Agreement to gain full access to the RFP.

**Expression of interest and NDA Submissions are to be sent no later than December 18, 2024, at 12p and**

**directed to:** Kenya Kotowski at [kenya@cullencm.com](mailto:kenya@cullencm.com) 847.754.8889

Cc: Shay Cullen at [shay@cullencm.com](mailto:shay@cullencm.com)

### General Client Information

As the leading advocate for eliminating domestic violence and human trafficking in northern Illinois, A Safe Place provides comprehensive support and services that enable survivors and their families to break the cycle of violence and thrive in safe, healthy environments. From opening their doors in a single, two-story home 45 years ago, A Safe Place has been the sole provider of services exclusively addressing this need in the community. Today, A Safe Place provides services to more than 24,000 clients annually across 16 Lake County locations. A Safe Place provides comprehensive services including a 24-hour crisis hotline; emergency shelter; permanent and transitional housing; group, family, and individual counseling, including art therapy; supervised visitation and custody exchanges, assistance with filing orders of protection, crisis response immediately following a violent incident, and intervention services with individuals who choose to inflict violence. These services are supported by education and outreach efforts in local at-risk school districts and the communities across Lake County.

A Safe Place currently shelters 70-100+ clients between a 33-bed communal shelter and collaborations with local hotels.

### General RFP Information

a. Current Team Members

- |                                     |                              |
|-------------------------------------|------------------------------|
| • Cullen Construction Management    | Owner's Representative       |
| • Manhard Consulting                | Civil Engineering Consultant |
| • Testing Service Corporation (TSC) | Phase I ESA Consultant       |

b. Schedule / Timeline

- Issuance of RFP for response December 16, 2024
- NDA Submissions December 18, 2024 @ 12 pm
- Pre-Bid Conference January 6, 2025 @ 11 am
- RFP Questions Due January 8, 2025 @ 5 pm
- RFP Due to A Safe Place January 22, 2025 @ 12 pm
- Interview Architecture Firms February 5, 2025
- Award Architecture Firm February 10, 2025
- Preconstruction/ Master Planning February 2025- July 2025
- Government Approval Deadline September 2025