



RALPH DLG. TORRES
GOVERNOR

ARNOLD I. PALACIOS
LIEUTENANT GOVERNOR

COMMONWEALTH of the NORTHERN MARIANA ISLANDS
OFFICE OF THE GOVERNOR
OFFICE OF PLANNING & DEVELOPMENT



A. KODEP OGUMORO-ULUDONG
DIRECTOR

CHRISTOPHER A. CONCEPCION
DEPUTY DIRECTOR

October 11, 2022

The CNMI Office of Planning and Development (OPD) will hold a Request for Information (RFI) in-person meeting seeking comment from the public in preparation for a planned Request for Proposal (RFP) for the conceptual design and master plan for the Community Pillars multi-site construction program.

Specifically, OPD would like to obtain information from the public on matters related to the components needed for a complete schematic design package that addresses the OPD's requirements for permitting, entitlements, code updates and related activities needed to prepare for design and construction. We also seek input on the expertise needed to complete schematic design (planning, preliminary design, preliminary engineering, rough utility and circulation/parking requirements, estimated design and construction costs, recommended phasing for the process from preliminary design and construction with an estimated timeframe range for each phase, etc.). All the above is specific to the OPD's Community Pillars prospective partner properties located at approximately eight sites, with six on Saipan and one each on Rota and Tinian.

Exhibit A and the Attachment(s) convey background information and a rough idea of materials from an anticipated RFP. Exhibit B contains several suggested questions for potential bidders on the project. It is suggested that respondents use these questions as a starting point for any written responses, although respondents are welcome to include their own feedback as well.

Discussions during the RFI Meeting will reference the attached sample maps and descriptions of the project sites. Written comments are encouraged and will be acknowledged by the committee.

The RFI Meeting will be held at:

October 26, 2022
9:30am – 11:00am

DPL Conference Room
2nd Floor
Joeten Dandan Building

PLEASE EMAIL RSVP TO nami.mafnas@opd.gov.mp and peter.dresslar@opd.gov.mp BY NOON, OCTOBER 22, 2022, IF YOU OR YOUR ORGANIZATION WILL ATTEND. VIRTUAL ATTENDANCE MAY BE POSSIBLE FOR PARTIES THAT CANNOT ATTEND IN PERSON.

Parties that wish to make a comment or presentation can notify the team in advance in order to schedule time. Then a period of questions and answers will be undertaken.

Participation in this RFI is optional and not required in order to respond to any subsequent procurement solicitation issued by OPD or the CNMI Government. None of the OPD, the CNMI Government, or the responding parties has any obligations under the RFI. OPD reserves the right to incorporate or not

CNMI Office of the Governor | Juan A. Sablan Memorial Building | Capitol Hill, Saipan
Caller Box 10007 | Saipan, MP 96950 | Telephone: (670) 664-2287 | Facsimile: (670) 664-2211 | www.opd.gov.mp

incorporate into the planned RFP any written or spoken recommendation made in response to the RFI. Written comments delivered to the committee will become property of the CNMI Government.

Teleconference arrangement may be available upon request. Please contact Nami Mafnas at nami.mafnas@opd.gov.mp no later than October 24 to request accommodations. Other questions about this RFI can also be Thank you.

Regards,

Peter Dresslar, Office of Planning and Development

CNMI OFFICE OF PLANNING AND DEVELOPMENT

Caller Box 10007
Saipan, MP 96950

Request for Information (RFI)

ATTACHMENT A

Project Summary: Master Plan and Conceptual Design (MPCD) for Community Pillars Multi-Purpose Spaces, Outdoor Access Places, and Wifi Kiosks

Description: Master Plan plus complete conceptual drawings for the Community Pillars program project sites, located throughout the Mariana Islands. These drawings shall incorporate OPD's programmatic needs; communicate circulation, utility, hardscape, and landscaping needs; comply with all applicable rules, codes, laws, zoning, etc., and contain all information required to inform an EA/EIS/CIA (disclosure documents).

Note: Sites are currently under a prioritization process and detailed priorities will be made clear as a result of the process. The MPCD will treat all prospective sites as proposed unless otherwise identified during the prioritization process.

Location: Various sites on Saipan; Tinian; Rota: Commonwealth of the Northern Mariana Islands (CNMI).

I. Background

The Office of Planning and Development has partnered with approximately ten CNMI institutions to identify locations for potential development of broadband-connected "spaces and places" where community residents can access the internet to perform constructive tasks related to work, education, health care, digital democracy, and cultural preservation.

Residents of the Marianas continue to struggle with several factors including the devastation wrought by cyclones in the past decade as well as essentially the complete shutdown of tourism for more than twenty-four months. For many residents, today's challenges extend beyond economics and reach into basic existential factors, such as shelter, electricity, and environmental quality. Our determination is to accomplish this by leveraging our Community Anchor Institutions (CAIs,) which maintain and operate working spaces with—in most cases—at least basic physical integrity. These spaces are distributed throughout most populated areas of the three inhabited islands of the commonwealth.

A. Target Capital Assets

Basing our planning upon best allocation of resources given the program objectives indicates that the following Capital Assets should be planned for, allocated to the grantee or subrecipients, and developed:

1. Approximately 28,000SF of built or upgraded Multipurpose Facilities
2. Furnishings, including desks, chairs, and soft buildout for Multipurpose Facilities
3. Approximately 6 to 10 upgraded outdoor internet access spaces, including wifi/power/security kiosks including bespoke art, outdoor pavilion construction and furniture, and suitable landscaping (distributed throughout neighborhoods.)
4. Approximately 10 to 15 standalone wifi/power/security kiosks including bespoke art

5. Saipan Community Pillars Network Assets Including up to approximately 20 miles of constructed buried fiber plus network housings and equipment (Note, depending upon engineering and analysis, these assets may be constructed, leased, or purchased.)

II. Programmatic Objectives

A. Listed Objectives

With the vision of investing in these institutions and enabling real access to new employment, education, and telehealth for all our residents and in as many neighborhoods as we are able, we have itemized the following detailed objectives for investment:

1. For each populated island of the Commonwealth, improve or build and open at least one multipurpose facility that can support activities in remote education, remote work, and telehealth
2. On Saipan, additionally build and open an advanced multipurpose facility that can support the following activities: remote education, including education requiring advanced computing and technology capabilities; remote work, including facilities to encourage grassroots entrepreneurship and business mentoring; telehealth, including space and computer equipment specific to telehealth appointments
3. Also on Saipan, additionally improve or build and open a multipurpose facility that can support the preservation and promulgation of indigenous culture and language through digital technologies.
4. For each neighborhood or cluster of population of the Commonwealth, provide a nearby facility that supports informal public internet access on a regular and reliable basis, with the goal that nearly all residents will have a location within a long walk or a short drive of their homes.
5. For each public housing facility, provide some form of free, qualifying internet access.
6. For all improved facilities, make available equipment such as laptops, tablets, desktop computers for residents wishing to participate that do not have the equipment available.
7. Build additional small multipurpose spaces to serve isolated regions where funding allows.
8. Allow for reprioritization based upon some special promise or innovation shown by one of the participating institutions.

B. Sustainable Development Goals

By achieving these objectives, the Program team will make meaningful progress toward improving the following Sustainable Development Goals from the OPD Commonwealth Sustainable Development Plan:

Number	Goal
3	ENSURE HEALTHY LIVES
4	INCLUSIVE EDUCATION
8	DECENT WORK AND ECONOMIC GROWTH
9	INDUSTRY INNOVATION AND INFRASTRUCTURE
10	ELIMINATING INEQUALITY
11	RESILIENT COMMUNITIES
15	LIFE ON LAND

16	PEACE, JUSTICE, AND STRONG INSTITUTIONS
17	POWER OF PARTNERSHIPS

III. Design Criteria

- Overall program consistency blended with neighborhood integration—design should weave common thematic elements into all programming assets while still allowing for neighborhood-appropriate aesthetics.
- Work with local artists to develop specific thematic elements
- Provide indoor users with an experience that is quiet, clean, professional and overall conducive to work, education, telehealth, and general constructive activities accessing the internet
- Design a safe and easily maintained site with special considerations of the needs of the local climate.
- Multipurpose facilities must be ADA accessible.
- Prioritize green design options – e.g. LEED Silver Compliant.
- Design areas to be multi-functional blending the indoor and outdoor experience when feasible.
- Develop additional / clarify existing programming requirements with OPD’s team.

IV. Main Structures

A. Architectural Character

Up to three new buildings will be constructed, in addition to up to three expansions of existing buildings. The new buildings are proposed for Saipan (2) and Rota (1); the expansions are proposed for Saipan (2) and Tinian (1).

Note: OPD is currently working with teams to verify proposed sizes of each site. This information may be obtained and released as an addendum to this RFI during the response period.

New structures will be designed to be multi-functional space supporting internet-connected work. As ideated through discussions with participating institutions, possible activities include:

- Public access to provided desktop, loaned laptop, or personal laptop computers with access to the internet via fast stable broadband provided at no charge
- Technical assistance via available digital equity staffers
- Private videoconferencing for job interviews/telehealth appointments/education and training, etc.
- Small one to two hour 2- to 4- person meetings by reservation
- “Conference room” type meetings (6-12 people) for the public by reservation
- “Training” meetings (1-30 people with specialized equipment) by reservation
- Access to digitized cultural assets including native languages listening and study
- Digital cultural artifact archiving and recording of spoken indigenous language

Please note that not all spaces will provide all modes of function, and that new functionalities will certainly be identified in the future.

Contractors will be welcomed to present design concepts, possibly informed by or augmenting the inputs from the Program’s planned work with community artists. Designs shall be durable, long-lasting, and as cost effective as possible.

Common themes that arose during discussions with institutions included “business incubators” (including a few discussions of “WeWork” facilities;) new construction for study space at the University of Guam was also mentioned. Another inspiration is the new Borrego Springs Public Library in San Diego, California.

Expansions of existing buildings will provide similar functionality, though these expansions will necessarily integrate with current building purposes as well.

B. Building Requirements

We will divide approximately 28,000 square feet amongst the approximately 6 buildings. The Project team welcomes feedback on the potential benefits and drawbacks of dividing space amongst more buildings.

VI. Wifi Kiosks

Wifi Kiosks will deliver free high-speed internet via Wifi to users using fixed internet equipment. Power and fiber internet (where possible) will be needed to deliver the broadband. Of course, delivery of internet can be accomplished with a relatively small amount of hardware. However, it is envisioned that these Kiosks will have some physical bulk in order to provide the following attributes:

- Physical emplacement and strength that can withstand at least 20 years’ weather;
- Modularity—some kiosks might include lighting, solar power panels, or monitoring cameras;
- Signage including instructions and help contacts;
- Sufficient size and visibility so that the Kiosk can be seen from a distance of at least 100 meters; and
- Importantly, public art: OPD wishes to work with local artists to design Kiosk visuals that are consistent, eye-catching, locally appropriate and serve as aesthetically pleasing community assets.

The locations of the Kiosks are to-be-determined but are anticipated to be distributed to every significant population center in the Commonwealth, with an emphasis on filling in spaces less served by the Main Structures of the Community Pillars program.

It should be noted that it is anticipated that many Kiosks will be used after business hours and/or at night.

A. The CONTRACTOR shall work collaboratively with the OPD to develop the interpretation and plan of the common Wifi Kiosk.

B. Simplicity, ease of maintenance, and durability will be emphasized for all interpretation. Sites should be visible from a reasonable distance away with significant visual impact in order to get “notice” from potential users.

C. Installations shall include, but may not be limited to the following:

1. Wifi access points and signage/branding
2. Power and lighting, ideally including power outlets/USB ports for charging devices
3. Optional cameras for use monitoring and security
4. Outdoor design including:
 - a. Common and thematic outdoor landscaping and aesthetic elements
 - b. Locally appropriate and integrated outdoor landscaping and aesthetic elements

VII. Outdoor Access Places (“Pavilions”)

Several institutions with physical sites have planned to offer outdoor spaces to allow served populations and neighbors to sit and connect to high-speed wifi internet for free. We anticipate up to ten (10) of these places to be constructed between all three of Saipan, Tinian, and Rota. It is assumed the “Wifi Kiosk” would be included and integrated into each Outdoor Access Place.

While these Places will be sited in various locations, OPD wishes to standardize/modularize on as much of the construction/material as possible.

A. The CONTRACTOR shall work collaboratively with the OPD to develop the interpretation of the site.

B. Simplicity, ease of maintenance, and durability will be emphasized for all access places. The places will include, but not be limited to:

0. Covered Seating appropriate to the site’s level of traffic. Including tables. Consideration must be given to the concept that these spaces are not intended to serve (solely) as picnic / gathering areas.

1. Wifi access points and signage/branding

2. Power and lighting, ideally including power outlets/USB ports for charging devices

3. Optional cameras for use monitoring and security

4. Outdoor design including:

a. Common and thematic outdoor landscaping and aesthetic elements

b. Locally appropriate and integrated outdoor landscaping and aesthetic elements

IV. Vehicle and Pedestrian Circulation and Parking

1. Parking and access roads for the new and expanded buildings will need to be budgeted for and planned. Ideally, parking will be “paved” with a durable pervious substrate if possible.

2. No access roads are currently anticipated as part of this project; all sites have existing access roads.

3. Edges of vehicular circulation development may be finished with concrete curbing or an appropriate alternative.

4. The parking lot and access road shall be lit, unless otherwise determined and agree upon by OPD. Maximum standard height for lighting shall be 20 feet unless otherwise determined and agreed upon by OPD.

5. For new buildings, the CONTRACTOR shall provide the OPD with a parking stall plan. The plan must be reviewed and approved.

The parking stall plan will include the following:

a. Passenger Car Parking;

b. Short-term visitation parking – based on industry standards;

c. Bus drop-off/pickup;

- d. Short-term Commercial Truck Parking;
- e. Overflow parking; and
- f. Pedestrian travel ways.

VIII. Appurtenant Elements

A. Signs and Gates

1. Signs shall be standardized in collaboration with the OPD.
2. Gates are envisioned to manage vehicular circulation. Should fencing and gating be considered, the discussion would need to be in collaboration with the OPD.

B. Solid Waste Disposal and Utilities

1. Exterior Waste Disposal/Holding Area - Design a secured area for dumpster type containers accessible by garbage trucks. Container area will be screened and preferably on the prevailing downwind side of the public entrance and public gathering areas.
2. Trash Receptacles – Public trash disposal receptacles for interior and exterior developments.
3. Utilities Requirements – Water, storm water drainage, sewer, electricity, telephone systems, and computer (data) lines.

XI. SCOPE OF WORK PHASE 1: CONCEPT DESIGN

A. TASK 1: Data Review and Task Analysis

Review all available surveys and reference plans. Conduct a site investigation with the OPD to verify the existing conditions. Photo-document key features, access points/conditions, property edges, existing uses, adjacent off-site uses/conditions, views, noise generators, established landscapes (native and invasive), and other discoveries.

1. Develop Community Pillars Conceptual Master Plan;
2. Provide scope and estimates for a topographical survey and other related work (to be conducted in the next design phase);
3. Review existing easements;
4. Study site access points;
5. Read flora/fauna report (list of plants to consider for landscaping);
6. Review soil remediation recommendations, existing site infrastructure, cultural/archaeological data, NRCS soil studies and other pertinent studies; and
7. Prepare a site analysis map to record pertinent site features and list relevant opportunities and constraints.

B. TASK 2: Preparation Site Plan Alternatives

Prepare preliminary functional/programmatic relationship bubble diagrams followed by scaled site layouts to explore operational development plan alternatives for the property.

1. Hold in-house brainstorming meeting with the OPD to discuss planning, landscape architecture, civil engineering work. Also review and discuss existing conditions, proposed program, and relationships between activities, circulation, and operational requirements that support the Draft Master Plan.
2. Prepare alternative functional diagrams to analyze relationships between programmatic elements.
3. Formulate alternative site plans (2-3) for further exploration. Plans, sections, and 3-D models may be used to illustrate site layouts

C. TASK 3: PRELIMINARY CIVIL ENGINEERING DESIGN

Considerations:

For new construction sites:

1. Assess the existing conditions using the previous studies and current observations;
2. Calculate the projected water demand for drinking and irrigation;
3. Calculate the projected wastewater generation per capita or per acre;
4. Calculate the stormwater runoff volume for the design storm per CNMI design standards. Include existing culvert runoff (goal of netzero runoff);
5. Identify the water source or sources and anticipated available capacity from these sources. Use previous water studies to determine this information;
6. Identify wastewater treatment options;
7. Identify stormwater treatment options to meet Water Quality Rules;
8. Evaluate whether stormwater capture is a viable option as a water source for nearby restoration efforts;
9. Size and lay out water and wastewater piping and wastewater treatment;
10. Develop preliminary (schematic) grading plan. Identify stormwater detention opportunities, swales, drainage patterns, and low impact development best management practices (BMPs);
11. Develop internal circulation plan;
12. Prepare permits and approvals list;
13. Prepare rough order of magnitude (ROM) opinion of probable design, engineering, permitting/entitlements/construction costs (OPCCs); and
15. Prepare electrical requirement estimates.

D. TASK 4: PREPARATION OF PRELIMINARY BRIEFING BOOKLET

A preliminary Briefing Booklet will be prepared that presents the site plan alternatives, preliminary engineering report, and related recommendations in a concise format with all pertinent information

included. A presentation will be provided as requested to the OPD for review and comment on the alternatives. Feedback and decision on the preferred plan will be provided to the consultant for incorporation into the final report. The booklet will generally follow the table of contents below: Table of Contents:

1. Goals and objectives.
2. Existing Conditions, Parameters and Assumptions.
3. Alternatives Site Development Plans (2-3).
 - a. Site configuration/circulation concept;
 - b. Unique programmatic components (facility requirements/size);
 - c. Materials and construction summary (physical life); and
 - d. Preliminary engineering and utility estimates;
 - e. Preliminary ROM OPCCs.
4. Evaluation of Alternatives (Decision Matrix).
5. Selection of preferred plan will be inserted into final Briefing Booklet (all working documents, calculations, and non-preferred alternatives will be in appendices).

Question Number	Question	Notes
A1	Name of Respondent / Organization	
A2	Organizational Introduction	Optional, 1-2 pages
A3	Primary Contact Person Name and Title	
A4	Primary Contact Phone	
A5	Primary Contact Email Address	
A6	Secondary Contacts Names and Email Addresses	
CONSIDERATIONS		
B1	What additional considerations should OPD make for the Main Structures to be executed?	
B2	What additional considerations should OPD make for the Wifi Kiosks to be executed?	
B3	What additional considerations should OPD make for the Connection Places to be executed?	“Pavilions”
B4	What additional considerations should OPD make when evaluating new vs. expanded buildings (and allocation of square footage to each)?	“Main Structures”
B5	What rule of thumb cost estimates could OPD use for early prioritization of awards for Main Structures?	“Main Structures”
B6	What other elements not listed here should OPD consider in an RFP?	“Vehicle and Pedestrian Circulation and Parking” and “Appurtenant Elements”
B7	What considerations should OPD consider with respect to the networking that will be required to give all sites Internet access?	
B8	What considerations should OPD consider with respect to electrical power for all sites?	
B9	What additional considerations should OPD make for the Scope of Work elements?	
B10	What timeframes might OPD reasonably expect to demand with respect to the major deliverables listed in the Scope of Work?	Please consider recent local (Saipan, Tinian, Rota) conditions where possible
B11	What budget elements might OPD reasonably expect to see with respect to the major deliverables listed in the Scope of Work?	Please consider recent local (Saipan, Tinian, Rota) conditions where possible

EXHIBITS ON FOLLOWING PAGES

Ten semi-finalist institutions successfully delivered Preliminary Site Plans for their projects in time for the deadline on August 11th:

- Commonwealth Healthcare Corporation
- Department of Youth Services
- Grace Christian Academy
- Joeten-Kiyu Public Library
- Northern Marianas College
- Northern Marianas Housing Corporation
- Center for Humanities / Northern Marianas Humanities Council
- Northern Marianas Technical Institute
- Rota Mayor's Office
- Tinian Mayor's Office

Submitted Budgets for these projects range from about \$300k to \$4.2m, with several teams unsure of their budgets.

From the Preliminary Site Plans, the Project Team has developed the following maps of locations throughout the three islands with proposed projects.

Maps with icons for the prospective locations appear on the following pages. On these maps, icons that are blue indicate proposed public internet access projects—concepts like wifi-enabled parking lots and pavilions, etc. The red icons indicate larger projects that involve construction and aim to develop multi-purpose facilities where the public can enter to work, pursue education, and receive telehealth (all online.) The yellow icon indicates the JKPL's proposal to build mobile internet-enabled bookmobiles/wifi hotspots.





