



2022

REQUEST FOR PROPOSALS PROJECT PIPELINE DESIGN BUILD PROGRAM



THE ILLINOIS CHAPTER OF THE
NATIONAL ORGANIZATION OF
MINORITY ARCHITECTS

• www.i-noma.org •
• designbuild@i-noma.org •

P.O. Box 87390 • Chicago, IL 60680 •



A MESSAGE FROM US



If you have received this package, congratulations! You are a potential candidate for our Project Pipeline Design Build Program. We would like to expand upon the impact and success of the program from previous years.

In this package we would like to share with you all the great things that came out of the past three year's program so that you can make an informed decision to apply as a client for this year.

The purpose of the **Design Build Mission:**

- Introduce high school minority youth to the design and construction process
- Improve the space of a local socially-based institution
- Leverage I-NOMA's resources to maximize impact in our communities
- Connect youth with design and construction professionals
- Help build youth/character life lessons

We hope that you will want to be part of this effort to engage youth and improve the visibility of minorities in the architecture and construction professions.

BRIAN HAYNES
2022 Project Pipeline **Design Build** Chair
I-NOMA

WHAT IS NOMA?

HISTORY

The National Organization of Minority Architects was founded in 1971 by twelve African-American architects from different parts of the country who met, some for the first time, during the AIA National Convention in Detroit. Together they quickly recognized the desperate need for an organization dedicated to the development and advancement of minority architects, and built a foundation centered on education, mentorship and developing underserved communities. Together they worked tirelessly to fight discriminatory policies and practices that limit or bar minority professionals from participating within the design and construction industry.

I-NOMA is a local chapter and subdivision of NOMA, which encompasses a community of design professionals committed to impacting our city through design and education. We are a non-profit organization built on the love and dedication of volunteers and members who work to minimize the effect of discrimination within our profession and strengthen the awareness and career opportunities for minorities within the field of architecture.

MISSION

The National Organization of Minority Architects (NOMA) mission is to champion diversity within the design professions by promoting the excellence, community engagement, and professional development of its members.

"We teach our students that design can be used as a tool for social change."

The Illinois Chapter of the National Organization of Minority Architects, I-NOMA, creates a platform of inclusion and growth to support all minority designers; as defined by ethnicity, gender, religion and sexual orientation.

I-NOMA DESIGN BUILD:

A COMPONENT OF **PROJECT PIPELINE**



MIDDLE SCHOOL

"I understand what architects actually do and the skills I need to develop to become an architect."

Younger students who may be curious about architecture are introduced to the profession through various avenues. The 5-day summer camp which includes field trips and lectures, or workshops at schools and non-profit organizations all over the city connect them with practicing professionals, valuable experience, and opportunities to connect.

Summer Camp, Field Trips, Workshops



EARLY HIGH SCHOOL

"I get what I need to do to prepare myself and I have opportunities to do it."

Older students who may have an expressed interest in architecture and design are selected to participate in a real world design experience while learning what it looks like to design with social responsibility.

Design Build Projects, Field Trips, Workshops

DESIGN BUILD



HIGHSCHOOL/ COLLEGE PREP

"I stay motivated, and I know what I need to do to get into a school that fits me."

Though not affiliated, I-NOMA fully supports and recommends these programs for high school students serious about pursuing further education in architecture.

ACE Mentoring, CCDI, CAC Teen Fellows, IIT Experiment In Architecture, UIUC Discover Architecture



COLLEGE

"I am supported and part of a community that wants me to succeed."

The National Organization of Minority Architects Student (NOMAS) Chapters operate autonomously with guidance and mentorship from state chapters. These chapters are a great way for students to remain active and develop leadership skills during their studies.

NOMAS, IIT, UIUC, SAIC, UIC



INTERN/JUNIOR DESIGNER

"I am part of a community of peers who share my challenges and my victories."

I-NOMA Leaders grow through giving, and state chapter programming is designed to provide opportunities for young professionals to sharpen their skills. Senior professionals are passionate about uplifting the next generation in leadership, management, and soft skills. With a family culture at the core of how the chapter operates, the personal success of each member is a high priority.

Internships, Professional Networking, Career Mentoring



PROFESSIONAL

"I have the tools and support I need to achieve professional certification and recognition."

The last stage of the pipeline involves assisting members through completing licensure. The chapter makes available mentoring, group assistance, and study materials for all members taking the ARE's. In 2017, the 3 Exam Challenge was established to reward members who complete 3 Exams in 6 months.

Architectural Registration Exam Prep & Study Materials, 3 Exam Challenge



ARCHITECT

"I am an architect that creates impactful design work while uplifting our communities through design."

The beginning of a new chapter as a licensed Architect. Professional Development seminars and executive roles allow licensed architects to leverage their experiences to elevate the next generation.

Professional Development Events, Executive Leadership roles, Community Initiatives



2017 DESIGN BUILD THE ERIE NEIGHBORHOOD HOUSE = 1,500SF

is a cradle to grave community organization that delivers services to strengthen primarily Latino families in life skills, education, and social support. With a major donation from Equity Office and Blackstone, it was revealed at the Willis Tower Renovation Announcement that I-NOMA would partner with the Erie House to upgrade a space in need of repair. What started out as a vision and charge to the chapter leadership, evolved into a completely renovated space that will impact lives for years to come.

A team of I-NOMA leadership along with Erie House Directors chose a space that was used by the adolescent population of the organization for homework, social gathering, and counseling. It is fondly called the Y.O.U. (Youth Options Unlimited) center by the Erie House community. This space was strategic in that it positioned adolescent youth participating in the design build to be advocates and design for their peers who would use the space. The team kicked off the process with a visioning session in the spring to develop programmatic concepts and functional objectives for the selected space. Fifteen bright, young minds were selected from the Project Pipeline summer camp, and the team executed a 16-week long educational Design Build experience with them in the fall.

The objective was to design a space that felt safe, spacious, and comfortable for the students and staff. With a noisy gym on the floor above, adding acoustic ceilings donated by USG helped minimize distraction while staff and students work and collaborate. New furniture, flooring, paint, and millwork transformed this space into a bright, comfortable suite for the youth to flourish in their studies and social development.

"This is after school paradise!" - KEVIN SANCHEZ, FORMER 10TH GRADER

Partnering with various local firms, the team was able to secure design support, product and material donations, and pro-bono labor. The total donation value to the client exceeded \$100,000. For the program, the flexible curriculum allowed various professionals to contribute, educating the students on different steps of the design build process and ways to approach projects. By the end of the program, the students were able to articulate their process and the reasoning behind their decisions. At the ribbon cutting ceremony, students explained how demolishing a wall created visibility between the staff and student workspaces, modular furniture created flexible separation of space, and moving a staff workstation helped students using the computer lab.

"This undertaking gave students and mentors the ability to collaborate on a real-life design project for an organization with a consequential role in the community for decades."

- IMANI DIXON, I-NOMA DESIGN BUILD MENTOR AND ARCHITECT AT LAMAR JOHNSON COLLABORATIVE

PRIOR SUCCESS | 2018



2018 DESIGN BUILD

THE CHICAGO CHILD CARE SOCIETY = 1,200SF

The Chicago Child Care Society (CCCS) is a non-profit organization serving the South side neighborhoods and South suburbs of Chicago. Located in Hyde Park, CCCS provides services and support for children and families such as preschool and young adult programs, prenatal and postnatal care, and extended family support.

Chicago Child Care Society approached I-NOMA with a need for redesign and reimagination of an underutilized space on the third floor of their facility. Located adjacent to the elevator and stair entry to the third floor, it previously functioned as a pass-through circulation space, with some seating and a waiting area but not much useable, programmed space. A Design Sprint taking place before the start of the program began revealed CCCS's desire for impromptu meeting areas, lounge and waiting space for children who visit with their parents, and a flexible area to set up chairs and tables for different programs and events hosted at their facility.

The students were involved in every step of the design process, including the 'Design Sprint' with CCCS leadership and end users to organize and develop a mission and strategy for the redesign, periodic presentations to CCCS with support from mentors as the design developed, and the cleaning, painting and assembly of furniture and millwork to realize the final vision.

The space now acts as a shared amenity to the offices and supporting rooms on the same floor, made up of lounge, work, and meeting areas for the staff and visitors. I-NOMA's scope of work for this project included replacement of flooring, ceiling and lighting, a new glass divider wall, technology, custom-built millwork and new paint, and the procurement and install of furniture and accessories that make the space more useable.

"The redesign of our space has been immensely important—we now have a space for our young people and program participants to come and meet for their groups and to exchange ideas in a room that is welcoming, warm, engaging, and most importantly, a room that brings our mission to life."

-Dara Munson, Chicago Child Care Society (now Family Focus) – Chief Executive Officer

Along with a generous donation from EQ Office, I-NOMA was able to acquire over \$100K value in furniture, equipment and material donations from supporting vendors and organizations, as well as the tremendous talent of Architects and Designers who served as mentors and volunteers, contributing to the redesign and reimaging of the space.

I-NOMA was recognized for this Design Build partnership in AIA's Emerging Professionals Exhibit for 2018, recognition for the community impact through firms such as Gensler, Epstein and Berglund Construction, and was awarded Chicago Child Care Society's "Community Partner of the Year" for 2018. The relationship between I-NOMA and CCCS has continued to grow and the impact of the program has already had lasting effects on the mentors, students, CCCS employees and associates, and the community served by CCCS.

PRIOR SUCCESS | 2019



2019 DESIGN BUILD

THE ACTION COALITION OF ENGLEWOOD = 4,900SF

The Action Coalition of Englewood (ACE) is a non-profit organization that provides wholesome family care, drug and crime prevention, affordable housing, education programs, energy assistance, and many other services for less fortunate residents in the Chicago Englewood area and citywide. Their facility, the P.E.A.C.E. Center, located across the street from St. Stephen's Lutheran Church in Englewood, also serves as a safe environment for local youth and young adults, ages 6-18 who live in the neighborhood.

ACE sought partnership with I-NOMA and the Design Build program because they were in need of a redesign of the multipurpose and office spaces on the first floor of their facility. The general layout and function of the spaces work as they are, but there was a desire for a renewed look that was welcoming to the community, especially for the youth who often spend time a lot of time there.

With such a large space to redesign, the students and mentors, as well as other volunteers aiding in the process, tackled each area of the large space in groups. Because the multipurpose room hosts so many events and activities, the main first step was to present options for functional layouts to accommodate these events and the sequencing of guests who come to the space for services at different times of the year. The students participated in the initial concept meeting to have a clear understanding of ACE's mission, presented to ACE leadership and end users periodically for approval as the design developed with support from mentors, and the final cleaning, painting, and furniture assembly that was employed in the space. Along with the donation from EQ Office, I-NOMA was able to receive generous furniture and material donations that were a complete refresh, especially for the employees who work at the P.E.A.C.E. Center.

The multipurpose space now maintains its function for gatherings but features a reception and waiting area, storage area, and bar counter used for serving food. The office spaces also maintain their function but accommodate more people in each office comfortably and aids in workflow. The scope of work for this project included new overall and accent paint, carpeting and furniture for the office areas, and plaster work, lighting, furniture, and storage solutions and accessories that make the space feel more comfortable and appealing for those who visit or use the space daily.

I-NOMA's partnership with ACE has been a memorable one. Spending time at the facility every week exposed the students, volunteers and mentors to just a few of the several services they provide for people in the community, such as toy and food drives, practice space for dance teams, wedding and event venues, and so many other activities and events. Being able to provide some improvements and upgrades to the space just makes it that much more welcoming for those who do the compelling work that has a positive impact on the lives of the people who live in the Englewood neighborhood and those they serve.

“From this day forward, people will come here and look and say, ‘they did this? I want to be part of this.’ All of us are going to make a difference and the children here were so dedicated to what they were trying to do.” - Pastor Raven, A.C.E.

COMPONENTS OF SUCCESS



CURRICULUM

Various professionals within I-NOMA contributed to the curriculum for last year's **Design Build** Camp. The focus was primarily on basic design principles and lessons on the phases of the design and construction process. By having the input of professionals from both design and construction, students were able to get a comprehensive outlook on this project at a tangible scale.

STUDENTS

In 16 weeks, 20 students designed and reimagined the youth space for last year's Design Build client - the Erie Neighborhood House. Student participants received hands-on, real world design experience while learning to be socially responsible. They worked directly with designers, architects, landscape architects, engineers, suppliers and contractors to make their client's vision come to life. Students helped create presentations to interact with the client on a first-person basis and also presented their ideas to members of their own team.



MENTORS

Mentors were critical to the success of the program last year. Working both behind the scenes and alongside the students, mentors and volunteers were of great assistance throughout the entire process, sharing their expertise and creating relationships with students that will help them advance throughout their academic and professional careers.

MATERIALS OUTREACH & PROCUREMENT

With help from some experienced volunteers in the material and furniture procurement departments, we were able to have some pieces donated or offered to us at a discount for this program. Our main sponsors, Equity Office and Blackstone, generously donated to our program as well so that we could fund the renovation and **Design Build** activities.



CONSTRUCTION

This program offered generous donations from contractors and subcontractors. From organizing the construction schedule to seeking out labor to performing the work, the success of the program would not have been possible without help from those who assisted in the construction of this project.



MARIA MUÑOZ

DESIGN BUILD CLIENT

Former Assistant Director of Youth Options Unlimited (Y.O.U.), Erie Neighborhood House

"The students were actually able to envelope themselves in this architecture project and be able to tell themselves that being an architect is something do-able; something that they can reach out and develop into one day. From the students not knowing what being an architect is or about the field of architecture and being able to embrace it at a small scale, it's just nice to see how they want to follow through. Due to this program, one of our students now wants to go to IIT and pursue architecture.

The fact that this place was able to be remodeled and updated has given the students a sense of pride; now it's a place they want to bring their friends who are also now interested in the program. It was interesting to see from the beginning how I-NOMA took students on different field trips, taught them about architecture, different ways to design and use space, do several drawings and choose the best design. I also admired how they would come across different obstacles and be able to resolve them in a matter of time which was good for the students, I-NOMA and us (Erie House) as the client. I'm happy that I was there every Saturday to watch the progression and see how things turned out."



JESSICA ARIA

DESIGN BUILD PARTICIPANT / ERIE HOUSE STUDENT

Former 11th grader, Rauner College Prep

"The experience was great because I got to experiment and see what architecture is like. Now I know it's not always going to be easy and there are always ups and downs, but it was a great experience to come up with ideas and actually make them happen. Other people coming up to you and saying "wow that's really neat" or "you did this? That's great!" makes you feel good and you can show others that hard work really does pay off. You actually get to see what you did to make a change. The other Erie House students were surprised to see how upgraded it was; now it's so different and eye-catching. In terms of the communication during the program, everyone got along and it was a great environment. Everyone was a friend. Even if you don't talk to some that much, there was that connection. I would definitely do it again. I learned that with the architecture profession, it takes a lot of commitment. It was interesting to see everyone working together and knowing it's not just a one-person job."



MALCOLM JOSEPH

DESIGN BUILD MENTOR / CONTRACTOR

Former Construction Manager at Berglund Construction

"With the **Design Build** program, I was able to use my talents by getting partners and companies to help with the construction aspects of the project. I took all the information and saw what we needed construction-wise to make sure people were on site doing the work. The **Design Build** program did a great job of engaging the youth in the small amount of time we were given. Having students do things weekly is tough coming in on Saturdays when they have a regular academic schedule, but the students were always there making something, drawing, or developing presentations or models digitally.

At Berglund, the construction company I work for, we don't get to do things like this very often; things are very 'hustle and bustle.' We typically don't have a lot of time to do things like this and give back. This program raised my profile in my company after people saw that I was making time outside of the fast-paced construction life and doing something that's enriching someone else's life. It's shown them that there are other ways to raise our profile as a company. It was a proud moment that my coworkers, friends and family got to see that I was doing something to help the community."



2019 ACTION COALITION OF ENGLEWOOD

DESIGN BUILD PROGRAM

DESIGN BUILD CHAIR

Brian Haynes

SUBMIT PROPOSALS WITH SUBJECT LINE **"2022 DESIGN BUILD RFP: [ORGANIZATION NAME]"** TO:

designbuild@i-noma.org

SUBMISSION DEADLINE:

11:59 PM, June 1, 2022

INTRODUCTION

Thank you for your interest in the I-NOMA Project Pipeline 2022 Design Build!

For 6 years, I-NOMA's Design Build Program has successfully provided youth engagement, architectural design services, construction, renovation and quality furnishings for our clients.

We are looking forward to continuing this tradition of excellence with our 2022 partner!

GENERAL PROGRAM INFORMATION

PURPOSE

This application describes a partnership where two entities come together for the benefit of the community, our youth, and each other. As described previously, the purpose of the Design Build program is to do the following:

- Introduce early high school, minority youth to the design and construction process.
- Connect youth with role models who are design and construction professionals.
- Create opportunities for life and character lessons, using hands-on design and construction activities.
- Improve the space of a local, non-profit that serves Chicago youth.

I-NOMA DESIGN BUILD TEAM COMMITMENTS

- The Design Build Team will make our best effort to work collaboratively, and communicate effectively with our partnering organization and the students and parents involved in the project.
- The Design Build Team will work to be transparent with processes and decisions, and respect the opinions and desires of our partners.
- The Design Build Team will leverage our assets for mutual benefit, including dollars, donations, volunteer labor, marketing and publicity, etc.

PARTNER REQUIREMENTS & EXPECTATIONS

- To work as a team in the role of client, respecting and following the commitments listed above. This includes collaboration, communication, transparency, and working to provide assets the DB Team may be missing.
- Provide someone to be a "Project Manager" between the client and the DB Team that can function as a consistent point of contact for clear communication.
- I-NOMA requires Partners to provide volunteers from their team during the construction phase, at least 8 hours each weekend.
- Project Manager should have decision-making authority (or quick access to decision-makers when needed) in order to facilitate design decisions/material changes/timeline issues to complete things on schedule.
- Provide access to the building during project hours, and during off-hours when construction starts.
- Commit to donate or fundraise a minimum of \$1,000 towards the project upon selection.

PROJECT CONSIDERATIONS

- **Timeline:** Project completion must be achievable within the 12 to 14 week program duration.
- **Budget:** Scope of work must be clearly defined. Cost estimations will be developed for proposed work and reviewed against all available resources.
- **Project Size:** 500 - 2000 SF Other project factors, including but not limited to complexity of the design, existing conditions, budget and available resources will be considered when determining the size of project we are prepared to accept.
- **No Permitting Required:** Project should require no major structural, plumbing, or occupancy changes or other work that would require full City of Chicago permitting.
- I-NOMA is not responsible for environmental remediation, example asbestos remediation.

Outside of these limiting factors, there is very little we would not consider including in the project. Past projects have included drywall, painting, lighting, flooring, murals, landscaping, millwork, built-ins, technology, furniture, and custom art. Creative interventions to the space or programming are welcome as the goal is to give the students an exciting challenge to stretch their design skills.

BUDGET AND RESOURCES

I-NOMA is actively working towards securing funding, partnerships, and donations from various entities. The amount directly available for the project will depend on several variables, including internal budgets (dependent on needs for student supplies/materials, food, DB marketing, etc.), agreed upon project scope, and other donations or materials acquired. If you as the partner organization are able to provide additional funds or resources, the budget and scope may adjust accordingly.

TIMELINES

APPLICATION PROCESS TIMELINE

May 11, 2022 — RFP Release

Public release of the RFP will be via email, website and other media outlets. The RFP is open to all non-profits.

June 1, 2022 — RFP Submissions Due

The application will be submitted to I-NOMA (by 11:59pm) by interested parties, via email to designbuild@i-noma.org. Please fill out the application completely and submit any questions about the process one week before the deadline so we have appropriate time to respond. Please contact us at DesignBuild@i-noma.org. We may schedule phone calls, and may update all applicants with relevant answers if needed.

June 2 - 24, 2022 — Partner Interviews

During this time period we will schedule calls or interviews with the possible client ("client" is how we will frame the discussion for the youth who are involved) to determine possible synergies and difficulties, and the projected scope of work. As needed we will have on-going conversations to discuss the details of partnerships, resources, vision, timeline, etc.

June 27, 2022 — Announcement of 2022 Design Build Partner

We will inform the selected client via phone and email. Final selection to be at I-NOMA's discretion, though we will make all reasonable attempts at transparency and fairness.

DESIGN BUILD TIMELINE

August Design Build Team starts weekly meetings for preparation.

August: Design Sprint - This will be an initial meeting (hopefully with some of the youth to be involved) between the **Design Build** Team designers and the client to get a solid sense of the scope of work, and the client's needs and wants for the space.

Mid-August through Early-November: Weekly Sessions start at client space.

November - Week 2: Ribbon-Cutting – The goal is to be completely done and have a small media coverage ceremony at this time.

Our projected timeline for the Design Build Program Sessions is August through November. We generally try to respect holidays and school calendars, but will also take into account client needs and I-NOMA's calendar of events. There is a typical tentative calendar at the end of this RFP for consideration.

Final schedule and calendar will be decided with the selected Design Build partner.

PARTNER INFORMATION

ORGANIZATION

Organization Name:

Tax ID #:

Appointed Project Manager & Contact Info:

Senior Staff/CEO & Contact Info:

Please provide a short introduction letter indicating interest in the program signed by the CEO/President of your organization and the appointed Project Manager.

QUESTIONS

What is your organizational mission and vision and who do you serve?

In what capacity does your organization work with youth (programs/ages/frequency/etc.)?

In what way would youth in your program be able to participate in the Design Build?

What is your organization's vision for the next five years?

PROJECT

Descriptions of potential project(s) you would like to partner with I-NOMA on. If you are considering multiple projects or options, please attach additional pages as needed to describe the project.

If selected as the partner, one project will be developed and executed.

Program use/brief description:

Size limitations (sq. ft.): 500 - 2,500SF

Interior/exterior/both:

Current use of space:

Hours of availability (when will we be able to access the building for sessions?):

What is the current state of your plans for the space (abandoned, mid-renovation, active fundraising, hopes and dreams, etc.), and what need do you have for the partnership?

What resources can your organization provide to assist with the Design Build of the space?

What community assets can your organization tap into and bring to the Design Build process?

What is your ideal timeline for the project?

What challenges do you see in successfully implementing this project?

What positive impact might this project have on your organization, the people served, the surrounding community and media profile?

SUBMISSION

Any extra documents if more space is needed for extra projects, or extra information you find relevant to the program/project

Please package the "Partner Information" pages, signed letter of interest, and any additional information pages, photos, etc into a single PDF and send it via email to

DESIGNBUILD@I-NOMA.ORG no later than **11:59PM, JUNE 1.**

TENTATIVE SCHEDULE OF WORK DAYS FOR THE 2022 PROGRAM

AUGUST

MON	TUES	WED	THURS	FRI	SAT	SUN
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20 WORK DAY 9:00-1:00	21
22	23	24	25	26	27 WORK DAY 9:00-1:00	28
29	30	31				

OCTOBER

MON	TUES	WED	THURS	FRI	SAT	SUN
					1 WORK DAY 9:00-1:00	2
3	4	5	6	7	8 WORK DAY 9:00-1:00	9
10	11	12	13	14	15 WORK DAY 9:00-1:00	16
17	18	19	20	21	22 WORK DAY 9:00-1:00	23
24	25	26	27	28	29	30

SEPTEMBER

MON	TUES	WED	THURS	FRI	SAT	SUN
			1	2	3 WORK DAY 9:00-1:00	4
5	6	7	8	9	10 WORK DAY 9:00-1:00	11
12	13	14	15	16	17 WORK DAY 9:00-1:00	18
19	20	21	22	23	24 WORK DAY 9:00-1:00	25
26	27	28	29	30		

NOVEMBER

MON	TUES	WED	THURS	FRI	SAT	SUN
31						
	1	2	3	4	5 WORK DAY 9:00-1:00	6 WORK DAY 1:00-4:00
7	8	9	10	11	12 WORK DAY 9:00-1:00	13 WORK DAY 1:00-4:00
14	15 RIBBON CUTTING!	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			