

**CITY OF SAINT PAUL
SOQ 154-20
XCEL ENERGY CENTER**

REQUEST FOR QUALIFICATIONS (RFQ)

FOR XCEL ENERGY CENTER | HOME OF THE MINNESOTA WILD

City of Saint Paul

SAINT PAUL, MN

Statement of Qualifications Due

October 27, 2025, 6:00am, CST

City of Saint Paul

2700 Sylvan Rd

Nebraska City, NE 68410

Telephone: 888.828.7788

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**2025 ASC REGION IV DESIGN-BUILD PROBLEM STATEMENT - REQUEST FOR
QUALIFICATIONS**

FOR

FOR XCEL ENERGY CENTER | HOME OF THE MINNESOTA WILD

SAINT PAUL, MN

Issue Date: Immediate Release

RFQ Response Deadline: October 27, 2025, 6:00am, CST

City of Saint Paul
2700 Sylvan Rd
Nebraska City, NE 68410

Point of Contact: Name: Christine Rech
Position: Construction Manager
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Email: Christine.Rech@Whiting-Turner.com

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REQUEST FOR QUALIFICATIONS INSTRUCTIONS

1. PROJECT OVERVIEW

The City of Saint Paul, Minnesota, (“City”) is soliciting responses from qualified Design-Build Teams (“Proposer”) to complete a design-build project for the delivery of a new arena to house an American Hockey League (AHL) team and provide flexibility for concerts, performances, and other team sports.

The City has partnered with the Minnesota Wild to envision a family oriented American Hockey League (AHL) and events arena within the Downtown area of Saint Paul, currently occupied by the Irvine Park. Situated at the intersection of Exchange Street S and North Walnut Street (see Attachment A, Project Site), the facility will serve as a focal point of activity within the nearby mixed-use district. The vision for the XCEL Energy Center seeks to capture and grow the energy and support of the local community by establishing a flexible, transformative venue within the City.

By providing a family-centric venue within an established community-oriented neighborhood, the XCEL Energy Center will provide additional opportunities for enhanced, dynamic community engagement. The ideal design will connect the Events Center both visually and physically to the immediate neighborhood as well as visually to the Downtown Saint Paul area through the use of programmable space within the building and adjacent site amenities. The building design will distinctively tie the AHL Minnesota Wild brand to an architectural style complimentary of the existing neighborhood vocabulary.

Unique fan experiences are at the core of the Wild’s culture, providing a strong connection for the players, fans and community. Enhanced visitor experiences will be achieved by providing a variety of amenities including areas to facilitate viewing parties, neighborhood events, private gatherings, views to the Downtown area and other landmarks, all of which will further expansion of the overall Wild’s brand.

Minnesota State Prevailing Wage Rates will apply, as this project will exceed the \$100,000 threshold.

[Prevailing wage: Commercial rates | Minnesota Department of Labor and Industry](#)

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2. TERM OF CONTRACT

Pre-construction services are anticipated to begin in May 2026 and the facility must be operational by October 1, 2027.

Overall schedule to be determined by agreement between successful Proposer and the City.

3. SELECTION PROCESS

The selection process will be conducted in a two (2) step process, as outlined in the Qualifications & Proposal Content section below.

Step One: Request for Qualifications

Step Two: Shortlisted Design-Build Teams will provide Proposals after the evaluation of Qualifications has been completed, and only upon request by the City.

A committee of 5-7 members will evaluate responses based on the below criteria and weighted factors. Contact between evaluation committee members and Proposers is forbidden, except as specified in this SOQ, and may result in disqualification. The successful Proposal will be the one that provides the best value to the City, based on total score calculated using ranked quality, price, concept and schedule criteria.

4. MINIMUM QUALIFICATIONS

Failure to meet these minimum qualifications will result in disqualification.

1. Required Contractor's License: Lead Design-Build Team firm must possess, either a B (General Construction) Contractor's License or an AB (General Engineering and General Building) Contractor's License.
2. Lead Design-Build firm must possess a City of Saint Paul Business License or multi-jurisdictional business license that includes the City of Saint Paul.
3. Lead Design-Build Team firm must agree to and comply with all insurance and bonding requirements identified in Attachment B, Insurance and Bonding Requirements, and provide sample certificates or proof of ability to do so.
4. Design-Build Team must include an appropriately licensed design professional as lead designer.

5. PROJECT SCOPE

The general scope of work includes the following:

1. Design and construction of a new 6,000-seat event center to house AHL games and flexibility for other types of performances.
2. Site development to include parking, landscaping, public congregation areas, etc.

*Additional, more detailed scope information will be provided to the shortlisted Proposers

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6. PERMITS

The City will directly pay for the permit fees for all Work associated with this project, however, the Design-Build Team is responsible for submitting for and obtaining all required permits.

7. LIQUIDATED DAMAGES

In the event of failure on the part of the Design-Build Team to complete the Work within the time specified for substantial completion, or within such additional time as may be granted by written approval of the City, the Design-Build Team shall pay to the City, as liquidated damages in the amount of \$TBD per day. (this information will be provided to the shortlisted teams in Step 2)

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QUALIFICATIONS & PROPOSAL CONTENT

STEP ONE: QUALIFICATIONS

Qualifications are to be submitted electronically via flash drive and saved as one (1) complete document to the Response Attachments Tab by the RFQ close date & time. The flash drive shall be clearly labeled.

No Qualifications may be submitted after the Scheduled Closing Date and Time. No liability will attach to the City or to any official or employee thereof for the pre-opening of, post-opening of, or failure to open Qualifications not so properly addressed and identified. The City will not accept e-mailed or faxed Qualifications. Qualifications are not publicly opened (disclosed) until the City makes a recommendation for award in accordance with MN Statute 181.988.

Qualifications that do not conform to the mandatory items as provided in the instructions will not be considered.

Qualifications submitted in response to this RFQ must include the following information in order with the sections easily identified with title pages, and each page must contain a footer with a section and page number identified.

No Respondent shall exceed 17 pages in the full and complete submission of a Qualifications Package. Qualifications packages shall be formatted to include the following:

I. Table of Contents:

II. Cover Letter:

- a. Cover letter shall be the first page of the document, and be addressed to: 2025 ASC Region IV – Design Build Division RESPONSE TO RFQ, Attn: Competition Judges, 2700 Sylvan Road, Nebraska City, NE 68410
- b. Letter shall be signed by the project team leader and list an email address where they can be reached during the RFP phase of the competition. Email will be the primary method of information distribution throughout the RFP phase of the competition.

III. Company Information (5 pages maximum):

- a. History of company
- b. Description of divisions or area offices
- c. Types of services provided by your construction firm
- d. Scopes of work self-performed by your construction firm
- e. Professional Liability, General Liability, and Automobile Liability Insurance Limits
- f. Bonding Capacity
- g. Number of employees
- h. Annual volume for the last three years (provide breakout for Design-Build projects).
- i. Safety policies and EMR for the last five years
- j. Quality approach
- k. Current and projected backlog up to 4th quarter of 2025

IV. Provide relevant experience on a minimum of 2 projects:

Requirements for this project include evidence of a minimum of (two) comparable, relevant projects completed (complete or substantially complete) within the last five (5) years. For

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purposes of the RFQ, relevant projects or services shall be strictly defined as projects on which (i) the respondent provided significant design-build services to the Owner; (ii) the respondent entered into a Design-Build Guaranteed Maximum Price contract for construction with the Owner including costs for pre-construction services, general conditions, fees and trade contract costs; and (iii) the Contractor held the contracts with the trade contractors and was responsible for coordinating trade contractor work and managing all site activities.

The narrative and project information must be limited to two pages per project and, at a minimum, provide the following information:

- a. Description of the Project: Total cost of completion, location, schedule, square footage, and relevant trades involved.
- b. Description of the Project Team: Design partner(s), key trade partners, etc.
- c. Total Contract Value at Completion
- d. Lessons Learned
- e. References/Contact Information from Project Owner and Architect

V. Expertise and Experience of Team/Key Staff:

- a. Responder must submit an organization chart of Respondent's proposed teaming structure identifying the contract relationships of the Design-Build partners including all consultants and key trade partners known at this time. Teaming chart shall be on 11" x 17" sized paper.
- b. Responder must submit an organization chart of Respondent's organization indicating Key Staff Members potential roles and responsibilities on the Project at each project phase (Design/Pre-Construction, Bidding/Procurement & Construction). Staff organization chart shall be on 11" x 17" sized paper.
- c. Provide a detailed description of your construction firm's experience working as a team with design firms, engineers, owners, and subcontractors. (1 page maximum)
- d. Description of each team member's position within their firm, their role on the project team, and their qualifications. Team member photos are required. (2 team member descriptions per page)

Deadline and Procedures for Submitting RFQ Response

The RFQ response is to be hand delivered to the City Contact Person at the designated room at the Lied Lodge and Conference Center for the Design-Build Competition.

The City will not accept submittals that are not received by the date and time set forth in Procurement Timetable below. Note that times are subject to change. Final times will be in accordance with the 2025 ASC Region 4 Student Competition Schedule.

Qualifications Due: October 27, 2025, 6:00 a.m. (CST)

RFP Issue Date: October 27, 2025, 6:30 a.m. (CST)

Proposals Due: October 27, 2025, 12:00 a.m. (CST)

Presentations / Interviews: October 28, 2025, Team Times are TBA

Contractor Selection: October 29, 2025

Contractor Notice to Proceed: October 31, 2025

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Request for Proposal (RFP) Information

After RFQ proposals are submitted, the RFP documents will be issued electronically to all short-listed firms. Each qualified team will receive a flash drive that contains the RFP documents in PDF format.

One (1) set of 11" x 17" conceptual level drawings based on program requirements will be required in your proposal. At a minimum a set of conceptual level drawings must include, but is not limited to:

- Site Layout Plan
- Floor Plans
- Two Building Elevations

Other requirements of the RFP will include a demonstration of your firm's knowledge of the following items. It is important that your firm research these items prior to receiving the RFP documents:

1. Management of the design and construction processes as it relates to design solutions, schedule, and cost.
 - a. Critical Path Method (CPM) scheduling utilizing Microsoft Project, or similar, scheduling software.
 - b. Demonstration of Design-Build schedule sequences and durations including strategies for phasing, permitting, submittal management, etc.
2. Determining the value of the work at a conceptual level.
3. Subcontracting, including subcontractor budget pricing, bid packaging, and small/minority business participation.
4. Identification of risks and how to manage them.

The response to the RFP will require an oral presentation. Firms should concentrate on the following in preparation for the oral presentation:

1. Budget: pricing for design, major scopes of work, contingency, self-performed work, fees, and general conditions
2. Project Schedule: design milestones, construction milestones, and critical dates
3. Design: compliance with owner requirements, constructability, drawing package structure, and review of design deliverables
4. Project Risks: identify risks and opportunities as it relates to design, schedule, and budget
5. Owner Relations: Identify the owner's involvement with the project

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Selection

Short-listed firms providing their Design-Build solutions will be evaluated by a Selection Committee comprised of members selected by The City of Saint Paul. The Selection Committee will evaluate each proposal's response in consideration of the following:

- Relevant Construction Expertise and Experience
- Project Approach and Methodology including Adherence to the Overall Project Budget and Schedule
- Expertise and Experience of Key Staff
- Experience with Similar Projects
- Completeness and Comprehensiveness of Response to the Requirements of the RFP
- Legal Actions that Might Affect Respondent's Ability to Perform as Contracted
- Financial Capacity to Deliver the Required Services
- Equal Employment Opportunity
- The Respondent's Demonstrated Ability to Meet the Compliance with Insurance and Bonding Requirements
- Outcome of Oral Interviews Including Technical Analysis and Presentation

Scoring criteria will be factored accordingly:

Qualifications (RFQ) Response:	10 pts.
RFP Response (65 pts.)	
Written Supplement	10 pts.
Project Budget / Cost Information	10 pts.
Project Schedule	15 pts.
Design Concept	15 pts.
Project Mgmt / Delivery Methods / Processes	15 pts.
Oral Presentation	20 pts.
Selection Committee Discretionary Evaluation (Bonus)	5 pts.
Overall Evaluation Score	100 pts.

In addition, the Selection Committee also may consider the past performance of the Respondent on other contracts with the City or other entities. The City reserves the right to make such additional investigations as it deems necessary and may require the submission of additional information.

Finally, the City reserves the right to enlist independent consultants to assist with the evaluation of all or any portion of the submittals, as it deems necessary. The City will first assess the Respondent's compliance with and adherence to the submittal requirements. Any incomplete submittal with missing key components necessary to fully evaluate the response may be reason for disqualification.

(End of Document)