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## **REQUEST FOR PROPOSALS (RFP)**

### **Comprehensive Feasibility Study – East Field House, Senior Activity Center & Family Play Destination**

Village of Orland Park, Illinois

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#### **1. Introduction & Background**

The Village of Orland Park, Illinois (Village) is seeking proposals from qualified professional consulting firms to conduct a comprehensive feasibility study for the redevelopment, renovation, and/or potential demolition and replacement of an existing, approximately 107,000 square-foot facility located on the east side of the Village (former Riviera Country Club 8801 West 143<sup>rd</sup> St. Orland Park).

The Village desires a data-driven evaluation of the viability, design concepts, environmental conditions, operational sustainability, and financial feasibility of converting the existing facility—or replacing it, if warranted—into a community-oriented indoor field house, senior citizen activity center, and family play destination.

The proposed facility is envisioned as a year-round, multi-generational indoor recreation venue that supports athletics, senior fitness, active aging, social and educational recreation, and family play, while complementing existing Village parks, programs, and private recreation offerings.

The Village currently owns and operates four recreation facilities including:

- **Sportsplex, 11351 W. 159<sup>th</sup> St.:** Includes a 65-yard by 30-yard indoor soccer field, three full-size basketball courts, a 10,000 sq. ft. fitness center, group exercise studio, gymnastics studio, 1/10<sup>th</sup> mile indoor track, climbing wall and locker rooms.
- **Orland Park Health and Fitness, 15430 West Ave.:** Includes a 20,000 sq. ft. fitness center, group exercise studios, an indoor lap pool, warm water therapy pool, locker rooms, whirlpools, saunas, steam, one full-size basketball court, childcare area with gym, and an indoor 1/10<sup>th</sup> of a mile track.
- **Franklin Loebe Center, 14650 Ravinia Ave.:** Include gymnasium, 1/16<sup>th</sup> of a mile track, meeting rooms, preschool classrooms, art studio, enrichment spaces.
- **Civic Center, 14750 Ravinia Ave.:** Includes two large event/meeting spaces, two kitchens, small rotunda room.

The feasibility study shall evaluate the proposed field house and recreation destination in the context of these existing assets, ensuring programming, turf, senior fitness, and family offerings complement or enhance—not duplicate—existing services. A robust community engagement process is essential to ensure the study reflects community needs, values, and priorities, builds public support, and informs facility programming, design, and financial planning.

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#### **2. Project Purpose & Objectives**

The primary purpose of this feasibility study is to provide the Village with clear, defensible recommendations regarding the viability, scope, scale, and implementation strategy for a new or redeveloped indoor recreation facility.

The primary objectives include:

- Assessing market demand and community need through stakeholder engagement with residents, user groups, neighbors, schools, sports organizations, senior groups, and other key stakeholders
  - Evaluating the physical and structural suitability of the existing multi-story building for adaptive reuse, and fully evaluating demolition and replacement with new construction as a viable alternative, including comparative analysis of cost, schedule, constructability, environmental risk, operational efficiency, lifecycle cost, and long-term flexibility
  - Assessing environmental conditions and potential hazards within the existing building (e.g., asbestos, lead paint, mold), including associated remediation costs and schedule impacts
  - Identifying optimal space programming and adjacencies within a constrained footprint
  - Evaluating the feasibility and optimal configuration of a multi-purpose indoor turf field, including recommended field dimensions (target ~200 feet by 100 feet or larger where feasible) and minimum clear ceiling heights (40 feet or greater), and implications for baseball/softball, soccer, football, and general athletic programming
  - Evaluating programming and space allocation for seniors, including Silver Sneakers and similar health plan-based fitness programs
  - Incorporating family-oriented amenities such as children's museum features, indoor playground, or a hybrid of both
  - Evaluating the inclusion of space for cheer, tumbling, wrestling, speed and agility training
  - Ensuring all proposed programming complements and/or enhances the Village's existing facilities
  - Estimating renovation, demolition (if applicable), and new construction costs
  - Analyzing operational models, staffing, scheduling capacity, revenue potential, long-term financial sustainability, and anticipated subsidy requirements
  - Recommending pricing strategies and membership/pass models based on comparable facilities, community input, and integration with existing Village offerings
  - Providing a clear recommendation regarding project viability and next steps
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### **3. Scope of Services**

At a minimum, the selected consultant shall provide the following services:

#### **A. Community Engagement & Stakeholder Input**

- Develop and implement a comprehensive, multi-channel community engagement program approved by the Village
- Identify key stakeholders, including residents, youth and adult sports organizations, senior groups, schools, families, elected officials, advisory boards, staff, adjacent property owners, and other relevant community organizations
- Conduct community workshops, focus groups, stakeholder interviews, surveys, and public meetings/open houses (in-person and/or virtual)
- Provide accessible, multilingual materials and digital/non-digital participation options to maximize equity and inclusion

- Gather input on programming priorities, desired amenities, turf field layout and size, renovation versus replacement tradeoffs, operational considerations, and neighborhood impacts (traffic, parking, lighting, noise)
  - Engage current users of the Village's existing fitness/recreation centers to understand usage patterns, gaps, and opportunities for complementary programming
  - Gather input from families and seniors regarding desired amenities, including children's museum features, indoor play spaces, and Silver Sneakers/health-plan-based programs
  - Summarize engagement outcomes and demonstrate how input informed programming, design, and financial recommendations
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#### **B. Market & Community Needs Assessment**

- Analyze demographic trends, participation demand, and service gaps
  - Assess unmet needs for indoor turf sports, senior programming, and family recreation
  - Evaluate competitive and complementary facilities in the region
  - Identify target user groups and programming priorities
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#### **C. Facility Assessment & Redevelopment Alternatives**

- Evaluate existing building conditions, structural systems, and adaptability
  - Assess feasibility of renovation versus demolition and replacement
  - Identify code compliance, ADA, and life safety upgrades
  - Prepare conceptual test-fit layouts for multiple redevelopment scenarios
  - Identify building constraints related to turf field size, ceiling heights, and space adjacency
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#### **D. Environmental Assessment**

- Review existing environmental reports (if available)
  - Identify potential hazardous materials (e.g., asbestos, lead-based paint, mold)
  - Estimate remediation requirements, costs, and schedule impacts
  - Evaluate environmental risk associated with renovation versus new construction
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#### **E. Conceptual Programming & Space Planning**

The consultant shall develop detailed programmatic concepts and layouts that support a multi-generational, multi-use facility, including athletics, family play, and senior programming. Concepts should reflect community input and complement the Village's existing recreation/athletics/fitness centers.

#### **Programming Areas & Considerations:**

##### **1. Athletic & Recreation Spaces**

- Indoor turf field(s) for small-sided games, skill development, and training drills (baseball/softball, soccer, football)
- Indoor pickleball courts (minimum of 2)
- Indoor basketball court(s) or convertible court space for multiple sports
- Batting cages
- HitTrax baseball/softball simulation technology
- Golf cages and/or simulator
- Mats/tumbling floor for tumbling, cheer, dance and/or wrestling
- Training space for youth speed and agility training

## **2. Family & Community Amenities**

- Indoor playground and/or children’s museum or hybrid concept
- Flexible programming, party, or event space
- Viewing and spectator areas
- Concessions

## **3. Fitness & Active Aging**

- Silver Sneakers-compatible fitness area
- Senior-friendly workout equipment
- Dedicated senior drop-in use times and/or program spaces

## **4. Operational Uses**

- League play (youth and adult)
- Skills training and instruction
- Private rentals and group events
- Open recreation and drop-in use
- Rental opportunities

### **Consultant Tasks:**

- Prepare adjacency diagrams and conceptual layouts reflecting all programming components
- Identify space requirements, ceiling height needs, and operational implications
- Ensure programming complements the Village’s existing fitness/recreation facilities
- Integrate findings with turf field sizing, scheduling, operational models, and financial projections

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## **F. Financial & Economic Analysis**

- Develop order-of-magnitude cost estimates for renovation, demolition, and new construction
- Prepare pro forma financial models
- Analyze revenue potential by facility operational segment, operating costs, staffing needs, and subsidy requirements
- Evaluate funding strategies, potential partnerships and grants
- Provide projected five-year revenue and expense projections
- Propose staffing models and costs to support the facility
- Provide a long-term subsidy analysis
- Identify funding strategies and potential partnerships
- Perform a sensitivity analysis for participation, cost escalation, and revenue risk
- Identify top financial risks and mitigation strategies

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## **G. Pricing & Membership Analysis**

- Benchmark comparable municipal and private indoor field houses, fitness/recreation centers, and multi-generational facilities
- Recommend membership and pass models, day passes, multi-visit packages, program fees, and seasonal/annual pricing tiers
- Evaluate integration of third-party senior fitness programs (Silver Sneakers, Silver & Fit) into pricing and membership structures
- Assess revenue and operational implications of accommodating program participants with health-plan benefits
- Consider bundled memberships or passes that integrate access across the Village’s existing fitness centers
- Model projected revenue and sensitivity to participation rates
- Integrate community input from surveys, focus groups, and public meetings

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## **H. Operations & Management Models**

- Evaluate operating models (Village-operated, public-private partnership, third-party management)
  - Identify staffing, maintenance, scheduling, and programming implications
  - Assess risk and long-term sustainability
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## **I. Implementation Strategy**

- Develop phased implementation options (if applicable)
  - Identify regulatory, permitting, and approval processes
  - Prepare recommended project delivery method
  - Provide a realistic implementation timeline
  - Include ongoing community engagement during implementation and design phases
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## **4. Deliverables**

Consultant shall deliver all Final Deliverables no later than five (5) months from the Notice to Proceed and in all cases prior to the Contract Expiration Date of December 31, 2026, unless otherwise extended by mutual written agreement of the parties.

See Exhibit A for expected deliverables.

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## **5. Consultant Qualifications**

Proposals shall demonstrate:

- Experience with community engagement for public recreation or civic projects
  - Experience with indoor field houses, recreation centers, and multi-generational facility feasibility studies
  - Experience evaluating renovation versus demolition/replacement scenarios
  - Experience with indoor turf field planning and multi-sport programming
  - Experience integrating senior programming and third-party fitness programs such as Silver Sneakers
  - Experience designing family-oriented features such as indoor playgrounds or children's museum elements
  - Financial and operational modeling expertise
  - Experience with public sector clients and stakeholder engagement
  - Qualifications of key personnel and subconsultants
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## **6. Proposal Requirements**

Proposals shall include:

- Firm profile and relevant experience
  - Description of community engagement approach and tools
  - Project team and roles
  - Understanding of the project and approach
  - Detailed work plan and schedule
  - Examples of similar projects, including community engagement, senior and family programming, and pricing analysis
  - Fee proposal with itemized costs
  - Project references
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## **7. Evaluation Criteria**

Proposals will be evaluated based on:

- Relevant experience and qualifications
- Strength, inclusiveness, and realism of the proposed community engagement approach
- Understanding of project goals, integration with existing Village centers, and proposed programming
- Proposed methodology and work plan
- Team qualifications
- Cost and value
- Quality of past work and references

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