

APSU Designer Letter of Interest

PROJECT TITLE: Campus-wide Roof Replacement	POSTED DATE: 07/03/2024
PROJECT ADDRESS\LOCATION: APSU / Montgomery County	PROJECT NUMBER: 373-003-XX-2024
Anticipated Approx. Max. Allowable Construction Cost per Designer:	\$6,500,000.00

ALL QUESTIONS SHALL BE SUBMITTED VIA EMAIL TO UDC@APSU.EDU NO LATER THAN 4:00 PM CENTRAL TIME ON:	07/10/2024
A NON-MANDATORY, PRE-SUBMITTAL MEETING WILL BE HELD IN 105 SHASTEEN, AT 2:00 PM CENTRAL TIME.	07/12/2024
REQUIRED DOCUMENTS LISTED BELOW ARE DUE VIA EMAIL TO UDC@APSU.EDU NO LATER THAN 4:00 PM ON:	07/31/2024
ANTICIPATED STATE BUILDING COMMISSION APPROVAL IS:	09/12/2024

PROJECT OVERVIEW
<p>On May 8, 2024, Austin Peay State University sustained significant hail damage to most roofs, requiring full or partial replacement. Roofing material is a variety of EPDM, shingles, metal, TPO, and copper dormers and cupolas. This project will replace (total or partial) damaged roofs. Three (3) designers will be selected with this LOI, and work will be distributed to prioritize maximum efficiency as determined by APSU. As of this LOI, damaged roofs have been temporarily repaired to prevent further leaking. However, scopes may include interior remediation due to water damage if necessary.</p> <p>Designer fees will be based on roof replacement/repair estimates by the State's Office of Risk Management's Insurance Adjustor. The overall project budget is expected not to exceed \$20,000,000.</p> <p>Designer selection will be based on experience with roof evaluation/inspection, repair and replacement construction document production, construction administration, bidding, and closeout. Refer to TN OSA's Policy & Procedure, Designer Selection Process for Standard Projects, https://www.tn.gov/osa/general-information/policy---procedure.html. Scoring will be normalized based on adding the median (Md) Project Team (Pt) and Project Experience (Pe) scores, dividing by the highest combined median score, (Md Pe + Md Pt / highest combined Md). Submitters with the three highest scores will be recommended to ESC.</p> <p>Contracts are expected to be routed for signatures after 09/23/2024.</p>

ESTIMATED DESIGN & CONSTRUCTION PHASE DURATION	
Phase 1 – Program Verification	Varies
Phase 2 – Schematic Design	Varies
Phase 3 – Design Development	Varies
Phase 4 – Construction Documents	Varies
Phase 5 – Bidding	Varies
Phase 6 – Construction Administration	Varies
Phase 7 – Close-out	Varies

Submission Requirements:

- A. Please limit firm's Letter of Interest to 4 pages. Attach any supporting documentation as a separate attachment. All submittals should be pdfs.
- B. Submitter should demonstrate experience with Higher Education facilities, and knowledge of Tennessee State Building Commission, State of Tennessee regulatory processes.
- C. By submission of a Letter of Interest, each submitter certifies, and in the case of a joint Letter of Interest each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each Designer is not on the list created pursuant to TCA §12-12-106 and can provide upon request a Designer Professional Liability Certificate of Insurance showing the minimum of \$1,000,000.00.

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D. All Submitters must be registered with the Office of the State Architect at; <https://www.tn.gov/osa/capital--real-estate/2018-designer-registration--now-open-.html>

1.1.1 Design Firm Information (Required on title page)

1. Designer(s) (Legal Entity Name)
2. Address, City, State, Zip code
3. Company Phone Number
4. Company Website
5. Contact Name, Phone Number & Email
6. Principal(s) and License(s)
7. Designer's Basic Services Consultants – List each one by firm type (A\E, Structural, MEP, etc.)
 - Firm Name and Address
 - Principal Name, Phone Number and Email
 - Principal License Number

1.1.2 Project Team (50 points)

1. Provide the resume of each staff member who will be part of the project delivery team.

1.1.3 Project Experience (50 points)

1. Describe up to four (4) ongoing or recently completed projects demonstrating your firm's experience with roof replacement. Provide basic information on each project listed, including, scope of work, cost, and completion date.