

APSU Designer Request for Qualification

PROJECT TITLE: Event Center Renovation	POSTED DATE: February 13, 2025
PROJECT ADDRESS/LOCATION: 416 College St., Clarksville, TN	PROJECT NUMBER: 373-003-XX-2025
	MACC: \$2,456,000

ALL QUESTIONS SHALL BE SUBMITTED VIA EMAIL TO UDC@APSU.EDU NO LATER THAN 4:00 PM CST ON:	Feb. 21, 2025
A NON-MANDATORY PRE-PROPOSAL MEETING WILL BE HELD ON SITE AT 2:00 PM CST ON:	Feb. 28, 2025
REQUIRED DOCUMENTS LISTED BELOW ARE DUE VIA EMAIL TO UDC@APSU.EDU NO LATER THAN 4:00 PM CST ON:	Mar. 14, 2025
ANTICIPATED STATE BUILDING COMMISSION SELECTION IS:	Apr. 21, 2025

ESTIMATED DESIGN & CONSTRUCTION PHASE DURATION		
Phase 1 – Program Verification:	15	Calendar Days
Phase 2 – Schematic Design:	30	
Phase 3 – Design Development:	60	
Phase 4 – Construction Document:	90	
Phase 5 – Bidding or Negotiation:		30 calendar days
Phase 6 – Construction:	TBD	Calendar Days
Phase 7 – Close Out Phase:		30 days after final completion of construction

PROJECT OVERVIEW
<p>This project will renovate a previous car dealership at 416 College St., a 40 year-old, approximately 7,000 SF building at the southeast corner of College and 4th Streets on the APSU campus. It will transform an existing showroom space, offices, and other amenities into a conference center for approximately 200 occupants. Spaces will include two large auditoriums and large vestibule with operable partitions, storage for chairs and tables, new restrooms, catering space; exterior seating adjacent to the building, and a canopy for vehicular drop off. Interior and exterior APSU branding should be prominent. The parking lot immediately to the north of the building is an elevated deck.</p> <p>The building is part of a larger complex considered one structure by fire code, and includes three separate buildings, and may pose a special challenge: William E. and Sadako Military Family Resource Center built in 1978 and renovated in 2020, approximately 5,400 SF (426 College St.). Below the Event Center and Newton are the previously used vehicular service bays and paint and body shop, which now serves a central stores and offices, approximately 38,600 SF, located at 101-107 Moore Alley. Access is gained to these spaces from the south side of the complex at the lower level. The floors are separated by a CIP and double-T possibly pre- or post-tensioned concrete deck with no conveyance between floors. The Event Center will not have direct access to the basement for this project. The building complex is not sprinkled.</p> <p>A structural engineer is in the process of conducting a thorough structural analysis of the existing floor to determine its bearing capacity, specifically a change-of-occupancy from a Business to an Assembly. Results of that study will be made available upon completion. Existing drawings exist, but their completeness is uncertain, and will be shared with the selected designer.</p>

Submission Requirements:

- A. Please limit firm's Letter of Interest to 6 pages. Attach any supporting documentation as a separate attachment. All submittals should be PDFs.
- B. Submitter should demonstrate experience with Higher Education facilities, knowledge of Tennessee State Building Commission, and 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 Experience (40 points)

1. Describe up to 3 on-going or recently completed projects of similar type and scope. For each project, include the name and role of the design team members and role of consultants. Provide basic information on each of the projects listed, including scope of work, cost, and completion date.

1.1.3 Project Team (30 points)

1. Define the roles and qualifications of each staff member proposed for the design team and list their home office location.
2. Define the roles and qualifications of each proposed consultant and list their home office location. Describe your firm's experience with each consultant.
3. Provide, as an attachment, the resumes of key personnel and consultants.

1.1.4 Project Approach (20 points)

1. Describe the firm's unique approach and innovative design ideas/solutions the firm may bring to the project. Reference applicable current or former projects.

1.1.5 Workload (10 points)

1. List current and proposed firm and specific proposed team members' workload, distinguished by project title, location, phase of project (SDP, DDP, CDP, Bid, Construction, Close-Out, etc.) and amount of time devoted by your firm as a percentage of total available time. Also, list other State Building Commission projects for which you are currently registering interest. Please respond in tabular format.