

To select a Designer for:

Applied Engineering Building

SBC # 366/009-XX-2021

Middle Tennessee State University

Murfreesboro, Rutherford County

Middle Tennessee State University (MTSU), on behalf of the State of Tennessee, is issuing this RFQ to obtain a Designer interested in providing full design services for the program confirmation, design, contract documents, and construction administration for the Applied Engineering Building Project. Information technology, including classroom/class lab A/V equipment, and network infrastructure coordinated with MTSU Information Technology Division, will be provided by the Designer as part of their basic services. MTSU intends to enter into an agreement with a Designer that will deliver design services enabling construction of a facility having the highest possible quality within the available funding and the required schedule. Qualifications Statements in response to this RFQ shall be submitted in accordance with the requirements provided herein.

MTSU will review and score each submittal based on established criteria. A list of the top three highest scoring firms in order of total points awarded will be forwarded to the State Building Commission for Designer selection.

Summary of Project and Required Designer Services:

The project consists of site development, including site utilities, and building design to provide classroom, research areas, labs, offices, and administrative spaces for the Applied Engineering Building. The project site is located on the northwest corner of Blue Raider Drive and Alumni Drive. This site will be directly south of the building site for the School of Concrete and Construction Management, which is currently under construction.

Applied Engineering Building

This section of the project encompasses the design and construction of a building to accommodate programs of the Applied Engineering Building (AEB). This project will allow for the relocation of current functions while consolidating classes, labs, research spaces, faculty offices, and administrative offices from other Campus buildings.

The Applied Engineering Building includes needed space focused on collaborative learning to help students cultivate the knowledge and skills needed to be successful in the viable and emerging fields of applied engineering. The AEB will provide a hands-on learning environment that permits best practices in instruction with tools that meet the applied engineering industry standard for current and emerging technologies. Specifically, the AEB will consolidate department student laboratories and faculty offices into one focal learning space that allows students to meet, study, and work collaboratively with each other and with faculty. This hands-on learning environment will prepare students for a broad range of professional careers in industry, education, and government in critically needed engineering and technology disciplines with graduates who will be work-ready to apply their real-world knowledge to their professional decision-making process.

The AEB will provide vital research laboratory spaces and technologies to faculty and students, resulting in research collaborations that support the exploration of emerging technologies, experiential and integrative learning applied to real-world problems, and applied engineering solutions while fostering opportunities for research partnerships with business, industry, government agencies, and other educational institutions. The AEB will allow for the expansion of current AE programs and serve as a foundation for the development of new and exciting AE degrees to meet the growing demand for graduates in the dynamic, expanding applied engineering industry.

The 92,000 square foot Applied Engineering Building will serve as the home for the Engineering Technology and

Mechatronics Engineering programs as well as provide space for future engineering programs. The proposed building features flexible learning and laboratory space that can be reconfigured and updated to accommodate changing educational needs, evolving technology, faculty research, and industry partnerships. This proposed project also provides spacious, open gathering areas where students can meet to socialize and study in a collaborative environment that promotes learning. Lobby areas will feature technology displays and student projects. Lecture space will be available for faculty instruction to guest speakers, special events, and student led organizations.

This project will be sited in a manner to further develop the East Quad and to reinforce the north-south axis. The intersection of Alumni Drive and Blue Raider Drive will frame the development that includes the School of Concrete and Construction Management and the proposed Applied Engineering Building. The development of the site will include design and construction of green spaces, working courtyard, sidewalks, pedestrian lighting, and other appropriate elements consistent with the East Quad.

The University envisions this building and surrounding site to express the aesthetics, and sense of place established by previous buildings, pedestrian plazas and circulation, so that all elements of this project become visually cohesive with the East Quad. Maximum allowable construction cost is approximately \$46,850,000.00, including costs for the building, demolition of Voorhies, infrastructure, site improvements, and surrounding pedestrian and vehicular circulation.

The Applied Engineering Building is anticipated to comprise approximately 92,000 gross square feet (53,350 net square feet). The program includes:

<u>Applied Engineering Building</u>	<u>Total Spaces</u>
Classrooms/Classroom Support	4
Labs	29
Research Labs	7
Offices/Office Support	39
Informal Learning Spaces	7

The building and site development includes, but is not limited to:

Building:

- Classrooms: Tiered, Master classrooms with fixed seating, and multiple digital sources and displays requiring extensive IT and AV infrastructure. Flexible seating classrooms for collaboration
- Labs: Computer labs, workstation labs for students to learn how to design, build, test and simulation, Automation Lab, Material Science Lab, Vehicles Lab, Mechatronics Lab, Innovation Works Lab
- Machine Shop
- Research Lab
- Conference and meeting rooms
- Faculty/Advising offices, graduate offices, and office support spaces
- Administrative offices
- IT and Utility infrastructure spaces
- Direct/indirect lighting
- Motorized window coverings
- Interactive directories and displays
- Access control hardware

Site:

- Drainage improvements/inlets
- Site Utilities – electrical, steam and chilled water lines

- Pedestrian/site lighting
- Seating areas
- Planters
- Interactive/teaching courtyard
- Landscaping
- Sidewalks and hardscapes

This project was included in the 2021/2022 Capital Budget Request and funded as part of the State’s budget as enacted by legislative action and subsequent State Building Commission approval slated for July 2021.

A Construction Manager / General Contractor (CM/GC) method of construction delivery will be requested for this project. As a part of basic services, the designer will participate as an advisor in the selection of the CM/GC and will coordinate and work with the CM/GC to deliver a project in adherence with the program and within the funding allocated for the project.

As a part of basic services, the designer will provide a workable basic layout of furnishings and programmed equipment to support the mission of the School. Final furniture design and specification are not included as part of the basic design services.

Demolition of Voorhies Building

Included in the scope of work is demolition and abatement of The Voorhies Engineering Technology building. The design fee for this portion of the work will be a negotiated based on hourly rate.

Design Services Contract and Terms:

Design services contract and terms utilized will be the “Standard Form of Agreement Between Owner and Designer (Form SBC-6)” and “Standard Form of Supplement Agreement Between Owner and Designer (Form SBC-6s). These forms can be accessed via the following link: <https://www.tn.gov/osa/general-information/forms---contracts.html>

All consultants listed as part of a proposer’s design team will be assumed by the reviewers as included in the basic design services fee. Please indicate if any of the consultants require additional services.

Design Schedule:

The project schedule assumes funding for the FY 21/22
 SBC Project Request Approval: July 2021
 Designer Selection: Presented at the July 2021 Executive Subcommittee
 Design Kickoff: August 2021
 Design - Schematic Design Complete: January 2022
 Design - Design Development Complete: May 2022
 Design Completion: November 2022
 Construction Kick-off: January 2023
 Construction Completion (Applied Engineering Building): June 2024
 Abatement and Demolition of Voorhies: August 2026

Business arrangements and staff locations:

MTSU prefers a single Design Firm as Designer with business partners and consultants that serve under the Design firm. Firms submitting Qualification Statements as a Joint Venture will need to have a current Tennessee business

license as a Joint Venture and similar projects completed as the Joint Venture.

When providing information on the designer, consultants and staff, the address of the firms and the staff members should reflect the physical location of the consultants and staff providing the services for this project. Any support staff in other locations should be clearly identified in the proposal.

Registration through the website of the Office of the State Architect is required for all projects and must be completed before expressing interest through submitting responses to Letters of Interest (LOI) or responses to Requests for Qualifications (RFQ) for a project <https://designerregistration.osa.tn.gov/WebForms/Home.aspx>

Schedule of Events:

RFQ SCHEDULE OF EVENTS		
The Owner may adjust this schedule as it deems necessary. The Owner will communicate any adjustment to the Schedule of Events to all known proposers and also by a special post to the MTSU website.		
Event	Time	Date
Post RFQ on MTSU website		05/14/2021
Pre-Proposal Conference Call (Optional) Join Zoom Meeting https://mtsu.zoom.us/j/87567093746 Meeting ID: 875 6709 3746 One tap mobile +13126266799,,87567093746# US (Chicago) +16465588656,,87567093746# US (New York)	1:00 CT	05/24/2021
Written Question Deadline		05/27/2021
MTSU Responds to Written Questions		06/03/2021
Proposal Deadline	2:00 pm CT	06/10/2021
MTSU Evaluation Complete		06/21/2021
Information available for State Architect		07/09/2021
Executive Subcommittee of the State Building Commission		07/19/2021

RFQ Communications:

Interested parties must direct all communications regarding this RFQ to Jamie Brewer (jamie.brewer@mtsu.edu) (615-898-2307), who is MTSU's official point of contact.

Only MTSU's official written responses and communications shall be considered binding with regard to this RFQ.

Additional information and answers will be issued as an Amendment and posted on the MTSU website, under "Doing Business with MTSU - Projects Requiring Designers". Each Proposer shall assume the risk of the method of dispatching any communication to MTSU. MTSU assumes no responsibility for delays or delivery failures resulting from the method of dispatch. "Postmarking" of a communication or proposal shall not substitute for actual receipt of a communication by MTSU.

Pre-Proposal Conference Call:

Participation on the pre-proposal conference call is not mandatory, but strongly recommended. The time and date for the conference call are included in the Schedule of events.

Submittal Deadline:

To be considered, the RFQ must be received by the deadline in the schedule of events at the location listed below:

Middle Tennessee State University
 Campus Planning Attn: Jamie Brewer
 MTSU Box 44 – Holmes Building 105
 836 Champion Way
 Murfreesboro, TN 37132

Submittal Format:

The RFQ response shall be on standard 8 ½" x 11" paper. Maximum number of pages are not to exceed 50 including pages with photos, dividers, charts, spreadsheets and appendices. Include a one-page transmittal letter and a table of contents. Pages with print on both sides will be counted as two pages. Number all pages and follow the information structure provided with clear identification of each information section. The RFQ response should be bound with wire or plastic binder so the open document will lay flat. Hard covers, 3 ring binders, sleeves, and other unique presentations features are discouraged.

Submit six bound copies and a single digital file in a PDF format. Attach the completed spreadsheet at the end of the of the RFQ response document. Submittal package should be marked as follows:

Qualification Statement
 Applied Engineering Building
 Middle Tennessee State University
 Submitted By: <<Firm Name>>

RFQ Evaluation

Through this RFQ, MTSU seeks to obtain the most qualified design services for the project. MTSU reserves the right, at its sole discretion, to request clarification of a response(s) to the RFQ.

Evaluation Category	Maximum Points Possible
Design Firm Information (RFQ Section A)	Pass/Fail
Qualifications and Experience (RFQ Section B)	60
Technical Services (RFQ Section C)	40

A. Design Firm Information: (Pass/Fail)

- A.1** Provide the firm’s name, address, phone number, firm’s website.
- A.2** Describe the firm’s form of business (i.e., individual, sole proprietor, corporation, non-profit corporation, partnership, Limited Liability Company) and provide the name, e-mail address, mailing address and telephone number of the primary contact for the firm.

- A.3** On a single page, provide a summary list of all project participants. Include the name of the primary firm and each consultant along with their area of responsibility and the name of each key staff member to be associated with the project.
- A.4** Provide a statement of whether the firm, its consultants or any individual who shall perform work under the contract has a possible conflict of interest and, if so, the nature of that conflict.
<http://www.tn.gov/finance/OSA/documents/SBCPolicyMASTER.pdf>
- A.5** This project will be evaluated based on the designer(s) providing Basic services only including utilizing the services of various consultants as provided in C.2 a and b of this RFQ. Provide a statement that confirms that the consultants listed are included in Basic Services and there are no consultants listed for which additional services are expected. This statement must be signed by a principal of the submitting firm.

B. Qualifications and Experience: (60 Points)

- B.1** Describe the firm's expertise and experience to deliver the services needed for this project. Provide an overview of your firm's expertise with projects of similar type, complexity, and scope. Provide a list of current projects on which your firm is committed, the current status and what services are being provided.
Maximum B.1: 10 points
- B.2a** Provide information on up to five of the firm's design services projects that have been completed recently and that are of similar type, scope, and complexity featuring academic buildings and use of concrete materials. Include the following information:
- Extent of services provided
 - The Designer's and Consultants key personnel for each project
 - Completion date and dollar value of construction
 - A reference (Owner representative) for each project including contact name, address, telephone number, and e-mail address. The Owner may contact references given as well as any other source available.
 - Photographs for each project
 - Describe how each project relates to the program for this project
- B.2b** For consultants that are included as part of the firm's team, provide information on up to five of the consultants projects that are unique and related to this project that have been completed recently and that are of similar type, scope, and complexity. Include the information defined in B.2a.
Maximum B.2: 25 points
- B.3** Provide the resumes of key firm and consultant personnel who shall be assigned to this project, their work location and a description of their proposed role and time commitment to this project. Provide each individual's current position with the firm or consultant, years with the firm, education, licensing, professional credentials, and similar project experience.
Maximum B.3: 15 points
- B.4** Provide a matrix showing the relationship between the projects (B.2) and the key firm and consultant personnel (B.3). Show projects in columns and personnel in rows.
Maximum B.4: 10 points

C. Technical Services: (40 Points)

C.1 Describe how the firm will approach and document the various aspects of the project: Identify unique capabilities that your firm / team bring to this project. Provide the firm and consultant office location(s) that will be supporting this project. If the firm and/or consultants have multiple locations serving this project describe how personnel from each location are involved.
Maximum C.1: 10 points

C.2a Define all the services that will be included by the team. Explain how the firm will address the various elements of the project including: program verification, planning, design, architectural and engineering services, special requirements of the project, contract documents, specifications, software, graphics, ADA/Accessibility, cost estimating, cost controls, sustainability, etc. that will be needed to complete this project.

C.2b For consultants that are included as part of the firm's team, explain the specific duties of the consultant(s) and the extent of work that may be required of the consultant(s). Include information of various elements as identified above as appropriate.

Provide a matrix that shows the level of participation of each discipline/consultant and their services as outlined below as a percentage of the total effort to complete each phase of the total project. For the standard disciplines of Civil, Structural, Mechanical, Plumbing, Electrical, Interiors, Landscaping, Environmental do not include a percentage as these are expected to be involved in all phases.

Maximum C.2: 15 points

C.3 Provide an organizational chart for this project illustrating lines of authority and specific staff proposed for this project. The chart shall include the key personnel of the firm and basic service consultants with their responsibility / duties identified in detail. If specialty consultant(s) will be used, include them in the chart and a designation that they are specialty consultants.

Maximum C.3: 10 points

C.4 Describe how the firm will implement a quality assurance program to minimize the potential for construction changes. Describe how the firm will provide an estimate of probable cost that is reasonably accurate at each stage of the design. Describe how the firm will work with the CM/GC to deliver a project in the budget. Provide a preliminary schedule for this project identifying the time appropriate for each phase.

Maximum C.4: 5 points

Total Maximum Score: 100 points