
MTSU
Addition and Renovations to the Murphy Center

Addendum #1

Date May 28, 2025

This Addendum forms a part of the RFQ documents and modifies or clarifies the original RFQ documents issued May 21, 2025.

This Addendum consists of 1 page and 3 attachments (Pre-Proposal Conference Agenda, Sign-In sheet, and conceptual scope items.)

Questions/Answers generated:

1. Can you provide a scope breakdown?
 - a. *See attached conceptual scope items.*

PRE-PROPOSAL CONFERENCE – May 27, 2025

RFQ for Designer Selection on the
Addition and Renovation to Murphy Center
MTSU

SBC No. 366/009-XX-2025 * (166 TBR project if bond money is added)

MEETING AGENDA / HANDOUT

1. Introductions.
2. Online attendees to respond by email to Jamie.brewer@mtsu.edu to document attendance for today's Pre-Proposal Conference. Proposers documented will receive a copy of the attendance roster, Conference Notes, and RFQ Addenda.
3. Access to the RFQ via Web Page:
<https://www.mtsu.edu/campusplanning/RFQQ.php>
4. RFQ Pre-Proposal Conference
 1. The purpose of the conference is to discuss the RFQ scope of services and contract requirements. While questions will be entertained, the oral response to any question at the conference shall be considered tentative and non-binding with regard to this RFQ.
 2. RFQ comments and questions may be made by email to the RFQ Coordinator by 4:30 p.m. on June 3, 2025
5. Final issuance of Addenda by posting on the Web site is targeted to occur by 4:30 p.m. on June 6, 2025.
6. Project description is on page 1 & 2 of the RFQ Summary of Project and Required Designer Services.
7. Design Schedule
 - SBC Project Approval: Presented at the July 2025 SBC Meeting
 - Designer Selection: Presented at the July 2025 Executive Subcommittee
 - Design Kickoff: September 2025
 - Design - Schematic Design Complete: April 2026
 - Design - Design Development Complete: July 2026
 - Design Completion: December 2026
 - Construction Kick-off: February 2027
8. RFQ Evaluation listed in RFQ page 5 & 6.
9. **Proposal Deadline: Proposals will be received by the Owner at the address below until 2:00 p.m. local time on June 18, 2025.**
 - Middle Tennessee University Campus Planning
 - Attn: Jamie Brewer Holmes Building
 - 836 Champion Way Murfreesboro, TN 37132

10. Designer Recommendations will be sent to OSA on July 11, 2025 and will be announced at the July Executive Sub-Committee Meeting (ESC) on Monday, July 14th.
11. Following today's Pre-Proposal Conference, a scheduled site visit to Murphy Center will be arranged by the Project Manager, Vicki Eastham, email her at vicki.eastham@mtsu.edu to coordinate a visit.
12. Comments and questions from attendees.

END OF MEETING AGENDA / HANDOUT

Pre-proposal Conference Addition and Renovation to Murphy Center

166/009-XX-2025

Purpose

Date

Name	Firm	Contact Email
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SIGN-IN

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Conceptual Items - Murphy Center Renovations

Scope Item
Addition - New Entry / Lobby
Murphy Center Club / Bowl renovation
Men's Basketball Locker Room, Office, S&C
Practice Court Conversion
Exterior Stair and Wall repair / patching - Murphy Center
Murphy Center Soffit replacement
Central Athletic Plaza
Student Athlete Enhancement Center
Greenland Parking Lot Replacement
EV Charging Stations (15)
RV - Electrical Hookups (15)
Renovation of Classroom and Class Labs (40,265 NSF)
Corridor Renovations - Basement and Level 1 (23,000 SF)
Women's Basketball Film Room
Women's Basketball Locker Room Renovation
Data / Network Improvements
HVAC / Mechanical System Renovation (Basement, Level 1)
Electrical System Renovation