



Designer Request for Qualifications

Project Title: TEMA Main Warehouse & Middle Regional Coordination Center

Facility Name: Proposed New Facility

Project Location: Nashville, Davidson County, Tennessee

Agency: Department of Military

The State of Tennessee Real Estate Asset Management (STREAM) issues this RFQ to Designers interested in providing full design services including architectural, engineering, and consulting services for the program validation, design, contract documents, and construction administration. STREAM 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.

Summary of Project and Required Designer Services:

Project Description:

Construction of a new TEMA warehouse and a new regional coordination center and all required related work.

Designer Scope:

Construction of a new TEMA warehouse and a new regional coordination center and all required related work. Project provides a new combined logistics and warehouse facility with climate-controlled material, equipment and vehicle staging/storage, and dedicated spaces for offices, training, and meetings. This Project will utilize the Construction Manager/General Contractor delivery method.

The following documents are available as a separate download:

- Programming for TEMA Main Warehouse Replacement & RCC Relocation

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Additional Information:

The project will proceed through design after Designer selection and approval of the Designer by the State Building Commission. The Designer will be retained and managed under standard STREAM procedures, State Building Commission policy, and Designer Agreement.

Business arrangements and staff locations:

STREAM prefers a single Design Firm as Designer with business partners and subconsultants 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, subconsultants and staff, the address of the firms and the staff members should reflect the physical location of the subconsultants 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 STREAM website.		
Event	Time	Date
Post RFQ to STREAM Website		03.06.2023
Pre-Proposal Conference Call Interested parties need to submit an email request for the phone number at least one day before the conference call.	1:00 p.m. CST	03.21.2023
Deadline for Written Question		03.31.2023
STREAM Response to Written Questions		04.05.2023
Proposal Deadline	1400 CST	04.19.2023
STREAM Evaluation Complete		04.28.2023
Evaluation Information Available for State Architect Review		05.11.2023
Designer Selection at the Executive Subcommittee of the State Building Commission		05.22.2023

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RFQ Communications:

Interested parties must direct all communications regarding this RFQ to the Coordinator, who is STREAM's official point of contact. Email is the preferred form of communication.

STREAMDesigner.Interest@tn.gov

Only STREAM'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 STREAM website, under Projects Requiring Designers. Each Proposer shall assume the risk of the method of dispatching any communication to the STREAM. STREAM 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 the STREAM.

Submittal Deadline:

To be considered the RFQ must be received by the deadline in the schedule of events at the e-mail listed below:

STREAMDesigner.Interest@tn.gov

Submittal Format:

The RFQ response shall be in a single PDF. Maximum number of pages not to exceed 50, including pages with photos, dividers, charts, spreadsheets, and appendices. Include a one page transmittal letter, table of contents, and completed Instruction Guide Sheet, which will not count toward the 50 page limit. PDF file size not to exceed 8mb.

RFQ Evaluation

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

Evaluation Category	Maximum Points Possible
Written Responses (RFQ Section A)	Pass/Fail
Written Responses (RFQ Section B)	70
Written Responses (RFQ Section C)	30

Qualifications Statement, Required Information, and Scoring

A. Design Firm Information: (Pass/Fail)

- A.1** Provide the name, address, phone number, and website for the office where the primary work will be performed. Indicate whether this is the main office and, if not, also indicate the address and phone number of the main office.
- A.2** Provide a list of jurisdictions and disciplines in which your firm is legally qualified to do business; include license numbers for each jurisdiction.
- A.3** Provide a statement of whether there have been any mergers, acquisitions, or sales of the responding firm within the last five years. If so, include an explanation providing relevant details.
- A.4** Describe the Respondent's form of business (i.e., individual, sole proprietor, corporation, non-profit corporation, partnership, limited liability company, joint-venture). If you are responding as a Joint Venture, include a copy of your filed statement of partnership authority with the Tennessee Secretary of State's office in compliance with Tenn. Code Ann. § 61-1-30.
- A.5** On a single page, provide a summary list of all project participants. Include the name of the primary firm and each subconsultant along with their area of responsibility and the name of each key staff member to be associated with the project.
- A.6** Provide a statement of whether the firm, its subconsultants or any individual who shall perform work under the contract has a possible conflict of interest and, if so, the nature of that conflict. <https://www.tn.gov/osa/general-information/forms---contracts.html>
- A.7** Provide a statement that confirms all subconsultants identified in C.3 and as required to complete this project are included in the basic services for this project. This statement must be signed by a principal of the submitting firm.

Qualifications Statement, Required Information, and Scoring

B. Qualifications and Experience:

- B.1** Describe the firm's credentials 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 status and what services are being provided. Unless this proposal is being submitted as a Joint Venture, only identify credentials related to the prime firm. Consultant qualifications should be identified elsewhere within the proposal.
- B.2** Provide a list of all State of Tennessee projects on which your firm has served as the prime designer within the past three years. The list should contain the project title and SBC Number. If you have not served as the prime designer on a State of Tennessee project, indicate such and provide a brief narrative as to your firm's history and experience in general terms. If you have participated as an on-call consultant for the State, list that project only once; do not list individual Task Authorizations.
- B.3** Provide information on up to five of the firm's design services projects that have been completed within the last five years and that are of similar type, scope, and complexity. Include the following information:
- Extent of services provided
 - The firm's and subconsultant's 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.4** For subconsultants that are included as part of the firm's team, provide information on up to three of the subconsultants projects that are unique and related to this project that have been completed within the last five years and that are of similar type, scope, and complexity.
- B.5** Provide the resumes of key firm and subconsultant personnel who shall be assigned to this project and describe their proposed role and time commitment to this project. Provide each individual's current position with the firm or subconsultant, years with the firm, education, licensing, professional credentials, and similar project experience.

Qualifications Statement, Required Information, and Scoring

C. Technical Services:

- 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 subconsultant office location(s) that will be supporting this project. If the firm and/or subconsultants have multiple locations serving this project describe how personnel from each location are involved.
- C.2** Define all the services that will be included by the team. Explain how the firm will address the various elements of the project including: programming, planning, design, architectural and engineering services, special requirements of the project, contract documents, specifications, software, graphics, ADA/Accessibility, cost estimating, value engineering, sustainability, etc. that will be needed to complete this project.
- C.3** For specialty subconsultants that are included as part of the firm's team, explain the specific duties of the subconsultant(s) and the extent of work that may be required of the subconsultant(s). Include information of various elements as identified above as appropriate.
- C.4** Provide a matrix that shows the level of participation of each subconsultant as a percentage of the total project phase. Include all consultants indicated in the proposal, including the standard disciplines of Civil, Structural, Mechanical, Plumbing, Electrical, Interiors, Landscaping, and Environmental.
- C.5** 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 subconsultants with their responsibility / duties identified in detail. If specialty subconsultant(s) will be used, include them in the chart and a designation that they are specialty subconsultants.
- C.6** 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. Provide a preliminary schedule for this project identifying the time appropriate for each phase. If applicable, describe how the firm will work with the CM/GC to deliver a project within the budget.

INSTRUCTION GUIDE SHEET

SBC-6 (Designer Agreement)

Development Manager:	Isham, Kimberly	Date:	
State Agency:	Department of Military		
Designer(s): (Legal Entity Name)			
Designer's Legal Entity: (as required to draft an agreement)	<input type="checkbox"/> Individual		
	<input type="checkbox"/> Limited Liability Company (indicate type below)		
	<input type="checkbox"/> Member Managed <input type="checkbox"/> Director Managed <input type="checkbox"/> Manager Managed <input type="checkbox"/> Board Managed		
	<input type="checkbox"/> Corporation (indicate type below)		
	<input type="checkbox"/> For Profit <input type="checkbox"/> Non-Profit		
	<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Joint Venture	
<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Partnership		
Secretary of State Control No.:		Edison Identification No.: (if known)	
Address:			
City, State Zip:			
Phone:		Email:	
Contact Person:			
Project Title:	TEMA Main Warehouse & Middle Regional Coordination Center		
Facility Name:	Proposed New Facility		
Project Location:	Nashville, Davidson County		
SBC Project No.:			
1.1.1	Description (Scope of Work):		
	Construction of a new TEMA warehouse and a new regional coordination center and all required related work. Additional information about the project can be found in the project's program document included as a part of the announcement.		
1.3	Principal(s) and License(s):		
1.4	Designer's Subconsultants – Basic Services (at least one subconsultant MUST be listed below)		
1.4.1	Subconsultants	Firm	Principal
	Architectural:		
	Structural:		
	Mechanical:		
	Electrical:		
	Civil:		
	Landscape:		
	Other:		
1.5	Estimated Design and Construction Time		
	<input type="checkbox"/> Phase 1 – Program Verification:	50	Calendar Days
	<input type="checkbox"/> Phase 2 – Schematic Design:	90	Calendar Days
	<input type="checkbox"/> Phase 3 – Design Development:	110	Calendar Days
	<input type="checkbox"/> Phase 4 – Construction Document:	160	Calendar Days
	<input type="checkbox"/> Phase 6 – Construction:	550	Calendar Days

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	<input type="checkbox"/> Phase 7 – Close-Out Phase:	90	Calendar Days
2.1	Maximum Allowable Construction Cost (MACC):		
2.2	Designer Compensation		
	Lump Sum Amount: \$2,530,000.00		
	Direct Expense:	THIS SECTION IS NOT APPLICABLE FOR THIS PROJECT	
3.1.4	Professional Liability Insurance		
	Each Occurrence:	\$2,000,000.00	
	Annual Aggregate:	\$4,000,000.00	