

REQUEST FOR
ARCHITECTURAL / ENGINEERING
SERVICES

June 20, 2022

For
Sigma Kappa
UA Project No. 142-22-2985

Issued by

Construction Administration
The University of Alabama

Note:

This submittal will be deemed a public record and open to public inspection; therefore, this submittal should not include anything that needs to be maintained in confidence. If there is material which the proposer deems confidential, the proposer should indicate which material is deemed confidential, and that the material will be released to UA only upon a promise of confidentiality. This will allow UA to protect it against an open records request.

Sigma Kappa
UA Project No. 142-22-2985

Please address all submittals and clarification questions to:

Mr. Vincent Dooley, Architectural Design Coordinator
Construction Administration
The University of Alabama
413 Cahaba Circle
Tuscaloosa, Alabama 35404
Voice 205-348-8584
Email: vdooley@ua.edu

PROJECT SCHEDULE

June 19, 2022	Advertisement in Newspaper
July 5, 2022	Response deadline for A/E Firms
July 6-8, 2022	UA Selection Committee Evaluation I
July 12, 2022	Notification to the top ranked A/E firms
July 27, 2022	UA oral interviews (top ranked A/E firms)
July 28, 2022	A/E rankings and Recommendation to BOT
September 2022	A/E approval by UA Board of Trustees

PROJECT DESCRIPTION

A new chapter house will allow the chapter to comfortably accommodate the projected chapter size and the growing Greek community. The new chapter house will be 4 floors including a finished basement totaling with a main level and 2 floors for member sleeping rooms totaling 40,000 sq feet. The lot is located at the corner of Colonial Drive and Judy Bonner Drive. Programming documents have been completed for this project and the estimated construction cost is approximately \$17,900,000.00.

PROJECT GOALS`

All construction bid packages will be competitively bid in compliance with the State of Alabama Public Works Law (Code of Alabama, Title 39).

APPLICATION REQUIREMENTS:

The University is seeking Architectural & Engineering firms/teams with Greek housing design expertise. The Architect/Engineer (A/E) firm will be responsible for providing architectural and engineering designs to satisfy the UA design standards and guidelines, the Alabama Division of Construction Management standards, and the State Building Code, as well as any other applicable codes for this type of project. **Please upload/submit one (1) electronic copy using the link below by 5:00 pm local time on Tuesday, July 5, 2022.**

[Link to upload submissions:](#)

<https://alabama.app.box.com/f/bb961bf65511414d904f4a69c516a652>

File name: (*firm's name*) Sigma Kappa-UARFQ.pdf

SUBMISSION REQUIREMENTS:

Respondents shall carefully read the information contained in the following criteria and respond in their application.

ONE: RESPONDENT'S STATEMENT OF QUALIFICATIONS (Score 1-5)

- A. Describe your firm's experience working with other universities and state agencies.
- B. Describe your firm's experience working with The University of Alabama.
 - a. The UA desires to have input in the procurement of consultants once the top ranked firm is selected.
- C. The UA encourages the use of certified minority-owned businesses and certified women-owned businesses in its construction program. Describe your firm's approach in soliciting certified minority-owned or women-owned firms and consultants.

TWO: RESPONDENT'S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS (Score 1-5)

- A. Identify and describe the proposed team's past experience providing A/E services that are **identical or similar** to this project within the last ten (10) years. List the projects in order of priority, with the most relevant project listed first.
- B. Provide references (for each project listed above, identify the following):
 - The Owner's name and their representative who served as the day-to-day liaison during the design and construction phases of the project, including current contact information.

The Owner may contact these references during this qualification process.

- C. Has your firm/organization within the past seven (7) years ever been terminated from a design project? If yes, please give pertinent details.

THREE: LITIGATION AND CLAIMS (Score 1-5)

- A. Does your firm/organization or any of its officers currently have any judgments, claims, arbitration, or mediation proceedings pending or outstanding? If yes, please give pertinent details and outcome(s).
- B. Has your firm/organization within the past seven (7) years filed any lawsuits or requested arbitration or mediation proceedings in regard to any of your construction projects? If yes, please give pertinent details and outcome(s).

FOUR: RESPONDENT'S ABILITY TO MEET INSURANCE REQUIREMENTS (Score 1-5)

- A. Does your firm/organization have the ability to meet all the UA insurance requirements? (See attached)
- B. What is your process for managing any claims of the contractors during the project?

FIVE: PROJECT SPECIFIC CRITERIA (Score 1-5)

- A. Describe some of your design or construction challenges and solutions you may have encountered with Greek houses.
- B. Describe and provide examples of your firm's sensitivity to the massing, architectural design and detailing of a new building within the surrounding context.
- C. Discuss how your firm handles multiple stakeholders involvement during a design project.

SELECTION PROCESS:

Upon receipt, submittals will be evaluated by the Selection Committee. The Selection Committee will rank the A/E firms accordingly to participate in oral Interviews (usually top three). A project program (if applicable or complete) will be sent to all top ranked A/E's to assist with their oral interviews. Following oral interview evaluations, the top ranked A/E firms will be recommended to the Board of Trustees for approval. A contract will be negotiated with the top-ranked A/E firm as approved by the Board of Trustees. If a contract can be negotiated, then that firm will be selected. If a contract cannot be negotiated, then negotiations with the next highest ranked A/E firm will commence until an agreement satisfactory to UA is reached. Preference shall be granted to an Alabama-based firm when qualities are comparable.

Note:

Upon entering into an Agreement, the selected firm will be required to submit a Vendor Disclosure Statement. Samples of these documents are attached for your review.

ATTACHMENTS

- A. Insurance Requirements
- B. Vendor Disclosure Statement