



Request for Proposals

Community Center Bransford Community Springfield, Tennessee

The City of Springfield, Tennessee is soliciting proposals from qualified Architectural firms, to provide professional services for preliminary and final designs, building assistance, construction engineering and inspection for a new Community Center Building to be located at 1519 John L. Patterson Street in Springfield, Tennessee. The deadline for proposal submission is November 1, 2017. All proposals must be delivered to The City Recorder's office in Springfield City Hall, 405 North Main Street, Springfield, Tennessee 37172 by 2:00 P.M. on the deadline date. Proposals not received by the deadline will not be accepted.

1. Background:

The City of Springfield has recognized the need for a Community Center to be located at 1519 John L. Patterson Street in Springfield, Tennessee.

The site was once the home of Bransford High School, the traditional African American High School in Springfield. It eventually housed a middle school program and most recently, one section of the building had been renovated for the Bransford Pride Afterschool and Summer Camp programs. In 2016, the building was in a state of disrepair that required its demolition. ***Maintaining the historical integrity and iconic significance of the Bransford High School is paramount in the development of the new facility.***

There have been a number of ideas and suggestions relative to a new building. There is a desire to provide classroom space for the afterschool and summer camp programs. Some would like to see a technology lab accessible to the community for training, job application, research, study skills for college entrance exams, and more. Space to accommodate senior citizens is desirable, including meeting spaces and athletic/fitness facilities. Athletic facilities for local citizens of all ages, including a gymnasium, is important. Space for staff members and Non-Profit Agencies is needed. A commercial kitchen is desired, which will be utilized to feed snacks, breakfast, lunch for the afterschool, summer camp, senior programs, and more.

The City of Springfield is awaiting a specific conceptual design to decide and confirm a building construction design budget. The City of Springfield is seeking a qualified Architectural Firm to conduct the design, engineering, and permitting so that this project can be constructed during the next fiscal year.

2. Scope

The City is seeking Proposals for Architectural Services for the design and construction of a Community Center with up to 30,000 Sq. Ft (approximate) with the possible following features.

- Gymnasium/Wellness Area.
- Technology Lab/Computer Lab.
- Event Space to accommodate 300 to 500 people.
- Community Kitchen.
- Classroom space.
- Minimum of two (2) administrative offices 10 ft. by 12 ft. for Parks and Recreation staff.
- A reception area.
- Large game and activity space with a minimum of 50 ft. by 50 ft. for billiards, Foosball, game tables (cards, dominos, chess, etc.), video gaming area.
- A minimum of four (4) meeting rooms, maximum capacity 50 people for birthday parties, baby showers, business and community meetings, etc.
- One 10 ft. by 12 ft. programming supplies storage room.
- One 10 ft. by 12 ft. janitorial storage room.
- Multipurpose Athletic field.
- Outdoor Playground.
- Amphitheater
- Non-profit programming space.
- Restrooms.
- Internet connectivity.
- Network connectivity for all rooms.
- Local Wi-Fi network for students.
- Utility and storage areas common to such a facility.

The project will include preliminary phased site plan, preliminary phased landscape architecture plan, preliminary phased interior floor plan, preliminary phased exterior building renderings and preliminary phased listings for fixtures, furniture and equipment. The project should also include opinions of probable cost for all preliminary construction requirements, in phases and total project. To help with the development of these preliminary plans, community surveys and workshops will need to be conducted.

After acceptance and approval of the Preliminary Plan by the Springfield Board of Mayor and Aldermen, the project will include for the phase or phases selected; final design for the selected phase/phases site plan, final design for the selected phase/phases landscape architecture plan, final design for the selected phase/phases interior floor plan, final design for the selected phase/phases exterior of the building, final construction plans and bid documents for the phase/phases selected, bid preparation, proposal analysis, construction oversight, and compliance.

The project must meet all applicable laws, ordinances, and regulations of the City of Springfield, Robertson County and the State of Tennessee. The project must also comply with all TDEC regulations and the regulations of all other regulatory agencies (i.e. State Fire Marshal's Office). Springfield is an NPDES Phase 2 participating city and the project must be fully NPDES compliant. The consultant will

be expected to acquire any and all permits required by any Federal, State, County or City agency or Department, or any other permit required by various other regulatory agencies. The consultant will be expected to assist in obtaining the necessary approvals from the Planning Commission and to assist the contractor in obtaining the necessary building permits and storm water pollution prevention plan (SWPPP) if required.

3. Personnel

Personnel to be assigned to this project shall be named specifically in the proposal. The use of subcontractors and their representatives shall be disclosed in the proposal. The credentials and experience of all such individuals shall be included in the proposal. The City reserves the right to refuse services from individuals not specifically identified in the proposal and may consider the substitution of such individuals for those named to be in the proposal to be a breach of contract.

4. Contents of the Proposal

The proposal shall contain the following information:

- Name, address, phone/email of the proposer
- Personnel (see Sec. 3), including all vitas
- General approach to the problem
- Proposed ideas that might differentiate the proposal from other responses to this RFP
- Experience with Community Center design or other public buildings, including examples
- Resources available to meet time constraints
- Any sketches, renderings, maps, or plats that the proposer desires to include in support of proposal
- References
- Information on licensure, insurance, etc., of the firm and individuals
- 9 copies of the proposal

5. Time for Performance

Preliminary work on the project must be substantially complete 180 days after contract signing.

6. Point of Contact

The Point of contact for this RFP is David L. Brewer P.E., City Engineer. Contact information is as follows:

405 North Main Street
Springfield, Tennessee 37172
615.382.5250 extension 221
dbrewer@springfield-tn.org

The Point of Contact shall have the authority to communicate with the consultant concerning the RFP details.

7. Selection

A Qualifications Based Selection Committee shall be convened consisting of a committee of 9 individuals appointed by the City of Springfield. The Qualifications Based Selection Committee shall review all proposals and shall have the option to invite the top 3 proposers to make a verbal presentation. The Qualifications Based Selection Committee will vote on a final recommended consultant and such recommendation shall be reported to the Board of Mayor and Aldermen, which will make the final decision on the contract award. Selection factors will include staff capability, related experience, ability to meet deadline, specific experience with similar projects. The final work product must be produced or approved by a Registered Architect in the State of Tennessee.

8. Contract

The City of Springfield will attempt to negotiate a contract with the selected consultant. Any final contract award is subject to approval by the Board of Mayor and Aldermen.

9. Questions

Address all questions in writing by email to the Point of Contact. All replies will be in writing and will be furnished to all recipients of the RFP. Please include your email on any email correspondence.

David L. Brewer P.E.
City Engineer