



AUBURN UNIVERSITY

PLANNING, DESIGN, & CONSTRUCTION



AU Project Number: 23-251

REQUEST FOR QUALIFICATIONS

# JULE COLLINS SMITH MUSEUM OF ART - FEASIBILITY STUDY FOR SITE WIDE IMPROVEMENTS



The Jule Collins Smith Museum of Fine Art at Auburn University, in service to the region and the nation, welcomes everyone to explore, experience and engage with the visual arts.



# QUALIFICATIONS

Applicants will be selected on the basis of professional qualifications and successful experience with similar planning and feasibility studies and related full-service engagements. Applicant firms must clearly demonstrate a considerable body of experience with similar or closely-related facility types. Professional and proficient experience in developing the program needs for art museums, public engagement facilities, and/or academic/classroom facilities; developing comprehensive analyses and assessments of existing site and facility conditions; and knowledge of trends in contemporary museum design and operations will be critical.

## ABOUT OUR PROJECT

### **Jule Collins Smith Museum of Art - Feasibility Study for Site Wide Improvements** **AU Project Number: 23-251**

The Jule Collins Smith Museum of Fine Art serves Auburn University and the surrounding community as one of the leading art museums in the State of Alabama. Originally constructed in 2003, a planning and feasibility study is necessary to determine various short and long-term improvements. The planning and feasibility study is anticipated to be complete within 20 weeks after the study kick-off date, with final deliverables received by December 31, 2023.

While some design work may be necessary to effectively communicate any proposals in the feasibility study, it should be conceptual in nature; in-depth or detailed design work is not required.

Services from the consultant will include:

1. Existing space assessment
2. Verifying and documenting existing site conditions
3. Interior Space and landscape programming for any proposed new or renovated areas
4. Conceptual design services to aid in communicating the overall intent and scope of the planning study
5. Benchmarking against peer institutions and best practices in contemporary art museum design
6. Development of proposed short and long-term phasing implementations
7. Conceptual cost estimates describing any proposed improvements by phase and by type
8. Interviews or other data-gathering process with staff, students, faculty, administration and other stakeholders
9. Deliverables to include written documentation and graphic diagrams (2D and 3D) for any proposed improvements

# CONTACT US

**Interested firms may return the completed questionnaire to:**

- Ms. Haiden Boyles, Coordinator, [haiden@auburn.edu](mailto:haiden@auburn.edu)
- Cc: Mr. Bradley Prater, Campus Architect – [bap0036@auburn.edu](mailto:bap0036@auburn.edu)

Questionnaires shall be returned via e-mail only to the addresses above and **received no later than 3:00 PM Central Time, on or before Thursday, June 1, 2023.**

Shortlisted firms will be notified via email by **June 2, 2023.**

**Interviews will be held on the week of June 12, 2023 via Zoom.** The short-listed teams will receive a separate package describing the interview process/agenda.

No other information such as firm marketing documents are requested.



Compliance with [Auburn University Design & Construction Standards](#) Minimum Code of Alabama Requirements (current Code of Alabama available <http://alisondb.legislature.state.al.us/alison/codeofalabama/1975/coatoc.htm>):

§41-4-133 of the Code of Alabama, 1975, as amended, Auburn University seeks proposals from qualified professionals to consult with Auburn University in the development of a planning and feasibility study for the Jule Collins Smith Museum of Art – Feasibility Study for Site Wide Improvements (AU Project Number 23-251) in Auburn, Alabama.

§41-16-82 of the Code of Alabama requires a disclosure statement to be completed and filed with all qualifications, proposals, bids, contracts, or grant proposals submitted to the State of Alabama in excess of \$5,000.00.

§31-13-1, et seq. of the Code of Alabama (Alabama Immigration Law) imposes conditions on the award of state contracts. Firms must agree to fully comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Architects and engineers should review and adhere to these guidelines as appropriate to their project type.

§41-16-5 of the Code of Alabama imposes conditions on the award of state contracts. The firm must certify that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state can enjoy open trade.

**END OF ADVERTISEMENT**



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# **QUESTIONNAIRE FOR CONSULTANT SELECTION**

Thank you for your interest in Auburn University Project 23-251 Jule Collins Smith Museum of Art - Feasibility Study for Site Wide Improvements. Please provide a Cover Letter and completed Questionnaire Submittal by the deadline provided below. Submittals should be a single, consolidated PDF file containing no more than 25 pages. Submittals should be either 8 1/2 x 11 or 11x17 format maximum. File should be named as follows: "23-251 JCSM Feasibility Study\_firm name\_2023-05-26.pdf".

## **SECTION 1**

## **PRIMARY FIRM QUALIFICATIONS**

Provide the following information:

1. Firm Name
2. Address
3. Phone
4. E-mail
5. Primary Person to contact
6. Secondary Person to contact
7. Year Present Firm was Founded
8. List successor firms and years of operation
9. Is the location of the applicant a home office or branch office
10. Total number of employees at the applicant location
11. Total number of Alabama registered professionals at this location
12. Form of business structure

If the Lead Design Professional Firm is proposing an association with another firm, provide items 1-12 for each firm.

## **SECTION 2**

## **SIMILAR PROJECT EXPERIENCE**

Provide the following information on up to three (3) relevant projects completed by the applicant firm within the past ten (10) calendar years. Projects of similar function are more relevant than projects of similar or same client. Make sure to note which project team members on each relevant project are proposed for this project. Provide the following information per relevant project:

1. Project Name
2. Location
3. Client name and contact information



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4. Team Members & Roles on Project
5. Date of Completion
6. Project Design & Construction Drawings/Images, as appropriate to illustrate the project

If the Lead Design Professional Firm is proposing an association with another firm, provide items 1-6 for each firm.

### **SECTION 3**

### **PROPOSED STUDY TEAM**

1. Provide a study specific Organizational Chart explaining your proposed staffing plan and team members and their roles on this study. Include all proposed consultants relevant to this study.
2. Provide a one-page resume for each team member or proposed consultant indicated on the Organizational Chart that will be associated with the referenced study, including the following information:
  - Contact Name
  - Firm Name
  - E-mail address
  - Phone Number
  - Physical Address
  - Relevant study experience
  - How many times (approximately) has the primary firm worked with this consultant on similar projects?

### **SECTION 4**

### **PROJECT TEAM PROCESS**

1. Describe your team's approach to conducting this planning and feasibility study. Note particular areas of importance in delivering a successful planning and feasibility study.
2. Describe the proposed study schedule for this planning and feasibility study, with proposed site visits, stakeholder meetings, and other in-person meetings.
3. This study will require that the consultant team provide interior and exterior space assessment services for the existing facility and space programming services for any future facility improvements. Describe how you will align institutional requirements with best practices in contemporary museum and public-engagement space planning.
4. Describe your team's process and expertise in programming museum grounds, to enhance the visitor experience and provide thoughtful and considerate opportunities for appreciation of exterior artwork and landscape aesthetics.
5. Describe the role of an art museum in a 21st Century university setting.

## **CONTACT US**

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**END OF QUESTIONNAIRE**