

Auburn University
Lowder Hall Academic Advising Suite Renovation
Architect Selection
AU Project Number: 22-007

Pursuant to Alabama Act No. 2001-956, Auburn University seeks qualifications from qualified professionals to consult with the University facility program requirements, overall phasing plan, and the provision of basic architectural and engineering services for *Lowder Hall Academic Advising Suite Renovation, AU project number 22-007*.

Project Description: A renovation of the existing academic advising suite to improve operational efficiency, increase reception area, and upgrade finishes.

Qualifications: Applicant firm will be selected on the basis of professional qualifications and successful experience with similar full-service engagements, and must clearly demonstrate considerable similar experience based upon the following criteria:

- Similar facility types in a University setting
- Experience with mid sized architectural designs that integrate with and add to an existing research facility
- Delivery of a technically sound, cost conscious design solution on time and in budget.

This procurement will retain the **Project Team** to provide complete AE Services for the new building based on approved programming and pre design services done by others for this facility. This procurement is based upon the following parameters:

- A total project budget including AE basic service fees and furnishings of \$3,000,000.00
- Design that takes into consideration a phased construction approach for future expansions
- The successful firm will be selected based upon documented qualifications of the project team and a demonstrated ability to work cooperatively with Auburn University as determined during an interview.

Services from the **Project Team** include:

- Review of existing site and environmental conditions.
- As built dimension verification.
- Project programming to be included as addition to basic services.
- Basic Services design (A through E) as defined in the [AL Dept of Finance, Real Property Management – Division of Construction Management’s Manual of Procedures](#).
- 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>):

§41-16-72(8) and (9) of the Code of Alabama - Recognizing the composition of Alabama’s citizenship, the Awarding Authority/Owner encourages submissions from design professionals that represent Alabama firms with diversity in their staffing and proposed project team, including but not limited to, associated design professionals and consultants.

§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.

Auburn University
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§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.

Interested firms may request the questionnaire from and shall return the response to:

Philip C. Johnson , Design Project Manager pcj0003@auburn.edu

Ms. Vanessa Kleypas, Coordinator, Design at vkh0003@auburn.edu

Questionnaires/responses shall be returned via e-mail only to the addresses above and **received no later than 3:00 PM Central Time, on or before 10/6/2022**. Shortlisted firms will be notified via email by Notification Date within 3 business days. **Interviews will be held virtually through Auburn University, Interview Date minimum of 1 week from notification**. A separate package describing the interview process will be forwarded to the short-listed teams.

END OF ADVERTISEMENT

QUESTIONNAIRE ON NEXT THREE PAGES

Auburn University
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Questionnaire for Architect Selection

Thank you for your interest in Auburn University Project 22-007 Lowder Hall Academic Advising Suite Renovation. Please provide a Cover Letter and completed Questionnaire Submittal via email by the deadline provided below. Submittals should be a single PDF file of no more than 25 pages and 20 MB maximum. Submittals should be 11x17 format. File should be named as follows: "22-007 Lowder Hall Academic Advising Suite Renovation pdf".

Fees will be computed in accordance with Alabama Division of Construction Management Procedures, DCM Form B-2 and B-2A, and Chapter 4 Supplement Determination of Basic Fee or Basic Fee Rate for Design Professional Services. We consider this project to be classified as a Group III project. The adjustment for major renovation factor will not be considered for this project.

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SECTION 1: Primary Design 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. Name and Alabama Registration Number of Architect whose seal will appear on the documents
8. Year Present Firm was Founded
9. List successor firms and years of operation
10. Is the location of the applicant a home office or branch office
11. How many total employees at the applicant location
12. How many registered professionals at this location
13. Form of Business

If the Primary Design Firm is proposing an association with another firm, provide items 1-13 for each firm.

SECTION 2: Relevant Project Experience

Auburn University
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AU Project Number: 22-007

Provide the following information on at least three (3) and up to five (5) relevant projects completed by the applicant firm within the past ten (10) calendar years. Note which project team members on each relevant project are proposed for this project.

1. Project Name
2. Location
3. Client name and contact information
4. Registered Professional Design Team Members & Roles on Project
5. Construction Firm
6. Date of Completion
7. Description of Project Scope
8. Total Square Footage
9. Total Construction Cost and Cost/SF
10. Project Drawings/Images, as appropriate to illustrate the project

If the primary design firm is proposing an association with another firm, indicate whether the project was completed by the primary design firm or the associated firm.

SECTION 3: Proposed Project Team

1. Provide a project specific Organizational Chart explaining your proposed design team members and their roles on this project. Include all proposed consultants relevant to this project.
 2. Provide one-page resumes for the design team members indicated below, highlighting relevant project experience.
 - a. Project Manager
 - b. Project Architect
 - c. Project Designer

SECTION 4: Project Team Process

Respond to the following questions:

1. Describe your firms' communication strategy and process in managing the design of this project.
2. Which additional specialty consultants, if any, would you recommend for designing this project, and why?
3. Identify design issues which will have the greatest potential to impact functionality, initial costs, and long-term operational costs.
4. What is your team's strategy for providing quality and cost control during Construction Administration?

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Completed questionnaires/responses shall be addressed to:

Phil Johnson, Design Project Manager pcj0003@auburn.edu

Ms. Vanessa Kleypas, Coordinator, Design at vkh0003@auburn.edu

Questionnaires/responses shall be returned via e-mail only to the addresses above and **received no later than 3:00 PM Central Time, on or before 10/06/2022**. Shortlisted firms will be notified via email by 10/10/2022. **Interviews will be held through via Zoom call during the week of October 24, 2022**. A separate package describing the interview process will be forwarded to the short-listed teams.

END OF ADVERTISEMENT