



City of Memphis, Tennessee
Jim Strickland, Mayor

REQUEST FOR INFORMATION
Design Professional Services

Memphis Multi-Use Stadium
Liberty Park
Memphis, TN 38104

RFI 2023-001
Memphis Multi-Use Stadium

Issued: February 9, 2023
Due: March 2, 2023, No Later Than 12 Noon (Central Time)

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The City of Memphis is issuing this Request for Information (RFI) to solicit written responses from Design Professionals who are interested in providing Design Professional Services for the Memphis Multi-Use Stadium Project (Stadium). The Stadium is expected to include 6,500 to 8,000 seats and will serve as the new home for the Memphis 901 FC (USL) professional soccer team.

It is The City of Memphis's intent to design and construct the maximum scope allowable consistent with available funding.

A mandatory, pre-submission meeting will be held on Thursday, February 16, 2023, from 10:00 a.m. – 12:00 pm Central Time at the Memphis Sports & Events Center, 995 Early Maxwell Blvd, Memphis, TN 38104. Attendees can participate virtually using the following link:

<https://us06web.zoom.us/j/81775206714?pwd=eGhTbVBXejhOU2xPcForRkxEbnBnQT09>

I. Introduction

The City of Memphis is currently developing Liberty Park, including the recent completion of the Memphis Sports and Events Center and proposed renovations to Simmons Bank Liberty Stadium (SBLs), and has suitable land available for a new multi-use stadium and training fields.

Memphis 901 FC began USL Championship play in 2019 and averaged 6,623 fans per game in the club's inaugural season, ranking them in the top 10 for attendance in the USL Championship Division. Memphis 901 FC currently plays in AutoZone Park, home of the Memphis Redbirds who are the Triple-A MLB affiliate of the St. Louis Cardinals. Memphis 901 FC is now looking for the development of a purpose-built, multi-use Stadium where Memphis 901 FC would be the primary tenant and operator, hosting soccer, football, lacrosse, concerts, festivals, and community events in the Stadium.

The City of Memphis recognizes the economic and civic benefits that a multi-use Stadium would provide to Liberty Park stakeholders and the greater Memphis community and has expressed an ability and desire to contribute to the Stadium as a result.

II. Scope of Work

The Stadium project consists of demolition of the existing Mid-South Coliseum, site and infrastructure improvements, and construction of a new, multi-use stadium with 6,500 to 8,000 seats. A more detailed description is provided in the Project Description, attached as Exhibit A.

Good planning and thoughtful design for both the site development and stadium design will be required to meet the City's goals listed below:

1. Assemble and lead a team of qualified engineers and specialty design consultants.
2. Comply with the City's applicable Equal Business Opportunity Program.
3. Creative design to comply with budget.
4. Meet or exceed applicable USL Stadium Development Guidelines and best practices for soccer stadiums.
5. Maximize program spaces and flexible use for all areas.
6. Minimize operating costs and inefficiencies.

Preliminary programming work has been generated to serve as a basis for the initial feasibility analysis and to help test-fit the proposed stadium to the Liberty Park site. While this information will be made available to the selected Architect, all candidate architects should anticipate having to confirm the necessary program.

Responses shall include all architectural, landscape architecture, civil, structural, mechanical, plumbing, electrical engineering, and specialty design consultants teaming together for the project.

A preliminary List of Design Disciplines and Activities is attached as Exhibit B.

Exclusive Teaming Limitations

In order to provide opportunities for local design companies, Respondents are prohibited from entering into exclusive teaming agreements with local firms that would prevent qualified local firms from participating in other Respondents' submissions. The Project will also need to incorporate specialty sports design services and technology that are available from only a limited number of national designers and vendors. Respondents are prohibited from entering into exclusive or joint venture relationships with such vendors for the purposes of responding to this RFI.

The EBO participation goal has not yet been set for the total A/E fee, however, respondents are encouraged to utilize EBO vendors, listed in memphistn.gov, to the maximum extent possible in their submission. Upon completion of the definitive scope and budget verification, EBO vendor participation stipulations will be assigned to this project, and respondents will be requested to comply accordingly, to the maximum extent possible.

III. Proposed Project Timeline

Architectural Team Notice to Proceed	March 29, 2023
100% Schematic Design Deliverable	June 2, 2023
100% Design Development Deliverable	August 1, 2023
GMP Scope Documents (100% CDs)	November 1, 2023
CMAR Delivers GMP Proposal	December 7, 2023
Cost/Scope Reconciliation/GMP Confirmation	December 29, 2023
Construction Phase Begins	January 1, 2024
Substantial Completion	March 17, 2025
First Event	April 15, 2025

** These Dates are subject to change. The City of Memphis may wish to advance construction in phases in order to accommodate schedules.*

IV. Response Requirements

Respondents shall include each of the sections referenced in the table below. The preferred method of submittal is in a three-ring binder with tabbed sections.

Sections and Topics
Section 1 – Cover Letter
Section 2 – Executive Summary
Section 3 – Qualifications
Section 4 – Experience
Section 5 – Approach

a. Section 1 – Cover Letter

Respondent’s response shall contain a cover letter identifying the agency’s name, address, telephone number, and email address. Please include the name, title, telephone number, and email address of the individual who will serve as agency’s primary contact and confirm your agency’s capacity to perform the work within the Proposed Project Timeline.

b. Section 2 - Executive Summary

Provide a brief summary of your Submission by identifying your firm and project team and primary qualifications. Also include a brief statement of your understanding of the project and the strength of your team’s organization and approach to providing the services.

c. Section 3 – Qualifications

Respondents should demonstrate a comprehensive understanding of stadium planning, including current trends in stadium design practices. Respondents should illustrate their knowledge and expertise in this field by showing examples of recent similar work and providing resumes of the key personnel with this experience who will be assigned to the Stadium project. Local architectural and engineering firms are encouraged to associate with nationally recognized sports architectural and engineering firms in order to maximize local participation and/or EBO requirements with industry knowledge leaders.

Directly relevant experience should include USL & MLS soccer stadiums, MLB & PDL ballparks and NFL & college football stadiums. The architect must be experienced in working with both municipal and professional sports clients and have completed similar projects utilizing the CMAR delivery approach.

Include an organizational chart identifying the lead agency and other members of the project team, including sub-consultants.

Provide a company overview for architectural, civil, landscape architecture, structural, mechanical, plumbing, and electrical engineering consulting firms.

Include resumes for proposed lead designer, project architect, project manager and key staff from each participating firm. Address each team member’s area of expertise presented in submittal.

Identify the Project Lead for the following disciplines, and confirm that each has a minimum of five years’ experience on similar facilities:

Lead Architectural Team Member

Lead Civil Engineer

Lead Landscape Architect

Lead Structural Engineering Team Member

Lead Mechanical/Plumbing Engineering Team Member

Lead Electrical Engineering Team Member

Provide a list of 1-3 candidate firms for the remaining engineering and specialty design disciplines to support the design of the Facility. Refer to Exhibit B, List of Design Disciplines and Activities.

At a minimum, Respondents shall demonstrate the ability to meet the following minimum qualifications:

1. Served as Architect of Record and/or Sports Architect on at least 3 stadium or arena projects with a construction cost greater than \$40 million (2023 equivalent value) all completed after January 1, 2013
2. Provide a flexible stadium design that will attract sports and entertainment events and demonstrate the capability to provide for future expansion.
3. Experience with preparing bid documents for demolition of existing buildings and demonstrate the successful coordination of the demolition with the new stadium or arena design.
4. Familiar with the applicable local and/or national building codes, zoning regulations and local construction practices and licensed to provide the Scope of Services in Memphis.
5. Successful experience in the design and construction of similar projects utilizing the Construction Manager at Risk construction delivery approach.
6. At the time of the submission, the Respondents' design professionals must be registered and licensed to do business in the State of Tennessee.
7. The Respondent shall have been in continuous business for a period of not less than 5 years.

The Respondent shall demonstrate a record of support for and involvement with local companies, local hiring and local community involvement in cities where the Respondent has completed projects.

c. Section 4 – Experience

Provide a narrative to describe relevant experience on 3-5 similar stadium facilities completed in the past 10 years. For each example, please include the following information:

Project data and description of work

Firm's role on the project

Key project staff and their role(s)

Stakeholders/users who were part of the decision-making process.

Overall project budget and final cost

Client's point-of-contact information.

Photographs, if available

Additional relevant experience may be provided in a summary list format.

d. Section 5 – Approach

Provide a narrative to describe your team’s approach to the Stadium project, including:

- Your understanding of the scope of work
- Provide an implementation plan (schedule) for meeting the target date of substantial completion, including the milestone dates (or suggested modifications) provided herein
- Proposed distribution of tasks among team members
- Stakeholder engagement throughout the process
- Cost and schedule control measures
- Capacity to perform the work within the Proposed Project Timeline

V. Instructions on RFI Process

Respondents requesting additional information or clarification shall contact Kristie Hardy, Purchasing Agent with the City of Memphis, in writing at kristie.hardy@memphistn.gov.

Questions should include RFI 2023-001 in the subject of the email. Reference the section of the RFI to which the question pertains, and include all contact information for the person submitting the questions. In order to prevent an unfair advantage to any respondent, verbal questions will not be answered.

The deadline for submitting questions will be the end of day Monday, February 20, 2023, with answers posted to the City’s website by end of day Thursday, February 23, 2023.

Firms may request consideration by submitting one original (clearly marked as such), four copies of the proposal, and a digital copy via thumb-drive that follows the submittal format described in section VI of this RFQ to Kristie Hardy, Purchasing Agent, City of Memphis, 125 North Main, Room 354, Memphis, TN 38103.

All responses must be received in the Purchasing Agent’s office on or before 12 Noon (Central Time), Thursday, March 2, 2023.

Submittals will be reviewed by a review committee to assess the qualifications of the respondents. At its discretion, the committee may select one or more respondents to participate in an interview process.

VI. Timeline

Architect RFI Milestone Dates:

<u>February 9, 2023</u>	Publish RFI
<u>February 16, 2023</u>	Mandatory Pre-Submission Meeting 10AM – Noon Central Time Location: Memphis Sports and Events Center 995 Early Maxwell Blvd Memphis, TN 38104 Zoom Option: https://us06web.zoom.us/j/81775206714?pwd=eGhTbVBXejhOU2xPcForRkxEbnBnQT09
<u>February 20, 2023</u>	Respondents Questions Deadline
<u>February 23, 2023</u>	City Response to Questions
<u>March 2, 2023</u>	Proposal Submission Deadline
<u>March 7-9, 2023</u>	Presentations – Optional (City’s Discretion)
<u>March 14, 2023</u>	Selection of Architect
<u>March 14 – March 28, 2023</u>	Negotiations
<u>March 29, 2023</u>	Agreement Finalization; Architect Begins Work

EXHIBIT A
Project Description

A brief description and list of primary assumptions for the proposed Stadium project at Liberty Park are as follows.



1. The proposed development includes demolition of the existing Mid-South Coliseum, site and infrastructure improvements and new, multi-use stadium consistent with the USL Stadium Development Guidelines, anticipating the following basic program requirements:
 - a) 6,500 to 8,000 seating capacity.
 - b) 10-15 private suites
 - c) A variety of group sales and gathering areas.
 - d) Stadium Club and banquet facility to accommodate up to 250 guests.
 - e) The ability to accommodate event flexibility is a high priority.
 - f) Natural grass playing field.
2. The stadium footprint is estimated at 5-6 acres with additional property required for an entrance plaza, secured player & staff parking and truck docks.
3. Event parking will be provided from the existing surface within Liberty Park, including a dedicated area for premium ticket holders.

4. The zoning for the Liberty Park site is expected to be appropriate for the proposed stadium and improvements and therefore adjustment to the existing zoning is not expected.
5. The Construction Manager at Risk (CMAR) approach is anticipated wherein the CMAR provides both Preconstruction and Construction phase services.
6. The CMAR shall be selected utilizing a competitive Request for Proposal process.
7. Prevailing wage provisions shall apply to all on-site trade workers.
8. Community participation is expected as required by the City's applicable Equal Business Opportunity Program.
9. The stadium is expected to comply with FM Global standards and criteria.
10. The target budget for the construction hard cost is \$52,400,000.00.

EXHIBIT B

List of Design Disciplines and Activities

In general, the scope of the design professional services to be provided by the Architect, its engineers and specialty design consultants shall include without limitation the general disciplines and activities listed below to the extent necessary to provide complete, accurate and fully coordinated design documents and construction administration for the Project.

Lead firms

- Architect of Record
- Architectural Design including Sports Facilities
- Interior Design
- Demolition Bid Documents for the Mid-South Coliseum
- Presentation drawings for including 3D modeling similar to “Sketch-up”
- Landscape Design (Hard Scape and Planting)
- Civil Engineering
- Structural Engineering
- HVAC Engineering
- Plumbing Engineering
- Fire Protection Engineering
- Electrical engineering

Remaining engineering and specialty design consultants

- Playing Field Design
- Vertical Transportation
- ADA Design, Life Safety & Code Analysis (third party consultant required)
- Acoustical Design
- Wayfinding and Signage Design (Exterior and Interior)
- Graphic Design
- Branding and Theming, including Naming Rights and Sponsorship Signage
- Building Information Modeling (BIM) for all phases of Design
- Lighting Design
- Food Services and Concessions Design
- Merchandising and Retail Design
- Security System Design including, Access Control, Intrusion Detection, CCTV
- Sound System Design
- Video Display Design, including Scoreboard(s), Ribbon Board(s) Exterior Marquee and Advertising Displays
- Broadcasting System Design, including Television, Radio and In-House Systems
- Converged Network, Structured cabling High Density Wi-Fi, etc.
- Furniture, Fixtures & Equipment (FF&E to be confirmed during Negotiations)

Construction Administration

Construction Administration and on-site representation during construction to include appropriate periodic visits by the Architect, Engineers and Specialty Design Consultants