

**Programming Consultant RFQ Addendum
October 15, 2021**

REQUEST FOR QUALIFICATIONS

**Northwest Tennessee Arts Center and College of Business Global
Affairs Programming Project**

UT Martin

This Addendum forms a part of the Request for Qualifications (RFQ) and modifies the original RFQ documents issued September 23, 2021.

RFQ Clarifications

Item 1.1 Summary of Project and Required Services

- A. Delete Article I and replace with the following:
- I. The final project delivered to the Office of Capital Projects shall be 4 hard copies 8-1/2" x 11" format and an executable electronic version that is approved by UT Martin, which can be revised and amended.

Item 1.2 Qualifications Statement Submittal Format

- A. Clarification: Qualifications Statements shall be submitted as **seven** bound copies and a single digital file copy in .pdf format on a flash drive.

Additional Information

Item 2.1 Additional Information

- A. Any consultant to the Respondent to whom the University issues an award would be eligible to submit for design or construction services on the future project.

Qualifications Statement Required Information and Scoring

Item 3.1 Qualifications and Experience

- A. Delete Article B.2 and replace with the following:
- B.2 Provide information on up to a **total of** five of the Respondent's projects where the team provided programming services that have been completed within the last five years and that are similar type, scope, and complexity. Include the following information: (Maximum of 25 points)
- Extent of services provided for each project.
 - A reference (by an Owner representative) for each project including contract name, address, telephone number, email address. The Owner may contact references as well as any other sources available.
 - Information, sample format and/or photographs for each project.

END OF ADDENDUM 1