RFQ PROJECT REVIEW CONFERENCE – August 25, 2022

RFQ for a Designer on the
Health Sciences Building
SBC No. 540/005-XX-2022
UT Chattanooga

MEETING AGENDA / HANDOUT

1. Introductions
2. Opening Remarks
3. Attendees who requested a Zoom meeting invitation will receive RFQ
   Communications by email from the RFQ Coordinator.
4. Access to the RFQ via Web Page:
   https://capitalprojects.tennessee.edu/fp/requests/rfd-qualifications/.
5. RFQ Review Conference
   1. The purpose of the conference is to discuss the RFQ scope of services and
      contract requirements. While questions will be entertained, the oral response to
      any question at the conference shall be considered tentative and non-binding with
      regard to this RFQ.
   2. RFQ comments may be made by email to the RFQ Coordinator until 5:00 pm
      August 29, 2022.
6. All communications regarding this project or the RFQ should be directed to the RFQ
   Coordinator. Any communications outside of this process could lead to the
   disqualification of the proposer.
7. Final issuance of Addenda by posting on the Web site is targeted to occur by 5:00
   pm on September 6, 2022.
8. Project description is on page 1 and attached to the RFQ.
9. Qualification Statement Submittal should be turned in via the assigned portal. It
   should not exceed 50 pages.

10. Qualification Statement Deadline: Qualifications received by the Owner via
    the assigned portal until 12:00 p.m. (noon) local time on September 15, 2022.
11. Comments and questions from attendees.

END OF MEETING AGENDA / HANDOUT