



FACILITIES SERVICES  
1631 LAFRANCE STREET  
ATLANTA, GEORGIA 30307

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March 12, 2020

Approved APS Architects

**Re: Request for Design Proposals for  
Construction of a New  
Northwest Transportation Center**

Ladies and Gentlemen,

The Atlanta Public Schools, Facilities Services Department, Construction Management Team invites you to submit a Design Proposal for the **Construction of a New Northwest Transportation Center** project.

The intent of this effort is to identify and make the assignment of one of the current Board approved Architectural firms best suited to work with APS on this project based upon an overview of the firm, approach and solution, past experience with APS and other similar like experience and the acceptance of the APS standard form of Architectural contract.

Architects are asked to respond to the requirements described in this document and to develop a conceptual design solution based on the following information on the project.

- a. A project Summary Description
- b. A concept Site Plan

The APS Design Guidelines, the APS Standard Specifications, the APS Bulletins to Design and Construction Professionals and the standard APS Architectural Services Agreement are located on the APS Web Site and can be accessed at this address: <http://www.atlantapublicschools.us/site/Default.aspx?PageID=21562>. You may obtain copies of these documents at your discretion and expense.

You should familiarize yourself with the project conditions and requirements, the project background information, the APS Design Guidelines, the APS Standard Specifications (dated December 1, 2010), the APS Bulletins to Design and Construction Professionals and the described project scope before making your design proposal.

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Since this effort is only a vehicle to establish a project assignment the selected design team will still need to undertake and complete the standard APS design process. The selected team will be expected to execute the APS Standard form of Architectural Contract as written. The fee will be based on the standard APS fee schedule.

Your proposal for this project should be based on the background project information, your experience as an Architect, your knowledge of APS construction projects, the APS Design Guidelines, the APS Standard Specifications and your prior commitment to the Atlanta Public Schools as an approved Architect.

Your Design Proposal response should be submitted in the following sections.

- 1) Firm Overview
- 2) Experience with APS and similar projects up to and including new facilities
- 3) Design Approach and Solution
- 4) Acceptance of APS Standard Form of Contract for Architectural Services

**1) Firm Overview**

- a) Confirm name, address of firm headquarters and branch office handling this project as well as related telephone / fax numbers and e-mail addresses.
- b) Confirm how many years in business under the name identified above. Confirm ownership, structure and history. Include type of legal entity (e.g., corporation, limited liability company, etc.), state or commonwealth of formation (i.e., where incorporated) and year of formation of organization. In the case of a joint venture or partnership provide the same information for each partner.
- c) Provide an organizational chart of the proposed project team (employees and consultants) and resumes of each member. For each employee or consultant you intend to assign to this project, include a paragraph that describes their role and responsibility, past relevant K-12 Transportation experience with similar high school projects and their availability and time commitment to this project. Include the names of the principal and project architect to serve as the direct point of contact for the design team.

**2) Experience**

- a. Provide a project listing of your K-12 Transportation projects (renovation, addition and new construction) on-going and completed over the past five years by your firm with a minimum stated cost of limitation of \$5 million. Include in the listing, for each project, the following information.

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- Project Name and Address
  - Project Type
  - Design Contract Award Amount and Final Cost
  - Construction Delivery Method
  - Construction Planned and Final Duration
  - Role and Responsibility (Scope) Your Firm had on each Project
  - Owner's Name, Owner's Project Representative and Telephone Number
  - General Contractor's Name and Telephone Number
  - Principals and Project Architect(s) for each project
- b. Identify in the listing above, projects which were completed with unusual schedule or budget constraints, with a brief explanation of the constraints.
- c. Describe any claims, mediation, litigation, arbitration or other form of dispute resolution filed by or against your company (and, in the case of a joint venture, by or against any partner in the joint venture) in the past five (5) years, including case name, number, location of court or arbitration, and, if an arbitration, the name and telephone number of at least one arbiter. This list shall also disclose any failure or failures to complete a contract, or contracts, and any instances of having defaulted or having been declared to be in default, on any contract or contracts, and any penalties imposed by reason of any contract undertaken and determined to be in noncompliance with pertinent statutes within the past five (5) years, and all such items shall be explained in detail, including without limitation, identification of the project by name and the name, address and telephone number of the owner of each such project.
- d. Include a statement as to whether or not your A/E firm (and in the case of a joint venture, each of the partners in the joint venture) or any of its officers have ever been convicted or entered a guilty plea (or plea of nolo contendere) in any court for a violation of any State or Federal statute concerning competitive bidding or competitive proposals or the restraint of trade.
- e. Identify and briefly discuss any claims made against your E&O Insurance in the past five (5) years, for joint ventures, include individual entity policies and any policies for the responding joint venture.
- f. Identify and briefly discuss any instances in the past five (5) years where:
- i. A third party had to cut joint checks on any project. Provide owner name, project name and owner's project representative name and phone number.
  - ii. Your contract was terminated, with or without cause. Provide owner name, project name and owner's project representative name and phone number.
  - iii. For joint ventures responding to this RFP, provide the information as it pertains, to the joint venture and for each partner or entity creating the joint venture.

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**3) Design Approach and Solution**

- a) Describe your firm's understanding and approach based on the APS standard design process to involve the community, stakeholders and transportation representatives throughout the design process.
- b) Describe your firm's design approach specifically for this project and how you propose to expedite and or phase the design process if necessary.
- c) Describe your firm's approach to working with a Construction Manager at Risk and with phased construction in an occupied building.
- d) Submit in graphic and narrative form your firm's proposed design schedule based on the process outlined in the APS standard form of Agreement in order to complete construction documents by February 1, 2021.
- e) Submit in graphic and narrative form one (1) or more of your proposed design solutions. Include the following graphics.
  - i. A color rendered site plan
  - ii. One (1) or more color rendered interior or exterior elevations
  - iii. One (1) or more color rendered interior or exterior perspectives

**4) Acceptance of APS Standard Form of Contract for Architectural Services**

- a. Provide a statement indicating your willingness to execute the APS Standard Form of Contract for Architectural Services as written without any additions, amendments or changes. Failure to provide such a statement may be grounds for rejection of a proposal. Indicate "yes" or "no".

A review and evaluation of your proposal will only be for the purpose of determining qualifications for assignment to the project. The Atlanta Public Schools reserves the right to reject any and all proposals, waive minor irregularities in the responses and to not move forward with the project. The successful firm will be expected to perform all pricing, value engineering, design participation and document preparation and reviews at various intervals and consistent with the Atlanta Public Schools Construction Management Team standard policies, procedures and standard contract form in order to maintain APS cost, quality and schedule standards and goals.

Your Design Proposal will be reviewed and evaluated based on the following criteria.

- 1) quality of your Firm Overview
- 2) quality of your Experience
- 3) quality of your Approach and Solution (most weight)
- 4) willingness to execute the APS standard contract (yes or no)

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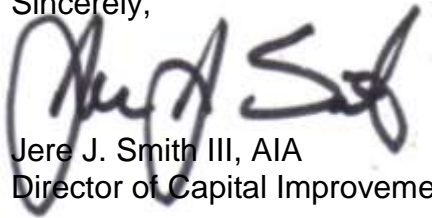
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A pre-proposal briefing will be at the offices of the Atlanta Public Schools, Facilities Services Center, 1631 LaFrance Street, Atlanta, Georgia 30307, at 10:00 am, Tuesday, March 17, 2020.

Three (3) paper copies and one (1) electronic PDF file of your design proposal should be submitted to the offices of the Atlanta Public Schools, Facilities Services Center, 1631 LaFrance Street, Atlanta, Georgia 30307, by 2:00 pm, Tuesday, April 14, 2020.

The APS Project Manager is George Harkness (404 802-3714). If you have any additional questions please contact me at 404 802-3736. Thank you for your commitment and participation in the APS Capital Improvement Program.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jere J. Smith III". The signature is fluid and cursive, with the first name "Jere" being the most prominent part.

Jere J. Smith III, AIA  
Director of Capital Improvements

xc: George Harkness, John Franklin

# Atlanta Public Schools

Facilities Services Department

March 12, 2020

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## ***Construction Management Team***

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### **Northwest Transportation Center – Project Overview**

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The successful architect will be expected to provide all services included in the standard APS Contract for Architectural Service for the construction of a new facility at the following location.

1. Atlanta Public Schools  
Northwest Transportation Center  
3475 Donald Lee Hollowell Parkway (@ Maynard Road)  
Atlanta, Georgia 30318

#### Basic Program

The basic program for the project to be responded to may include but may not be limited to the items listed below.

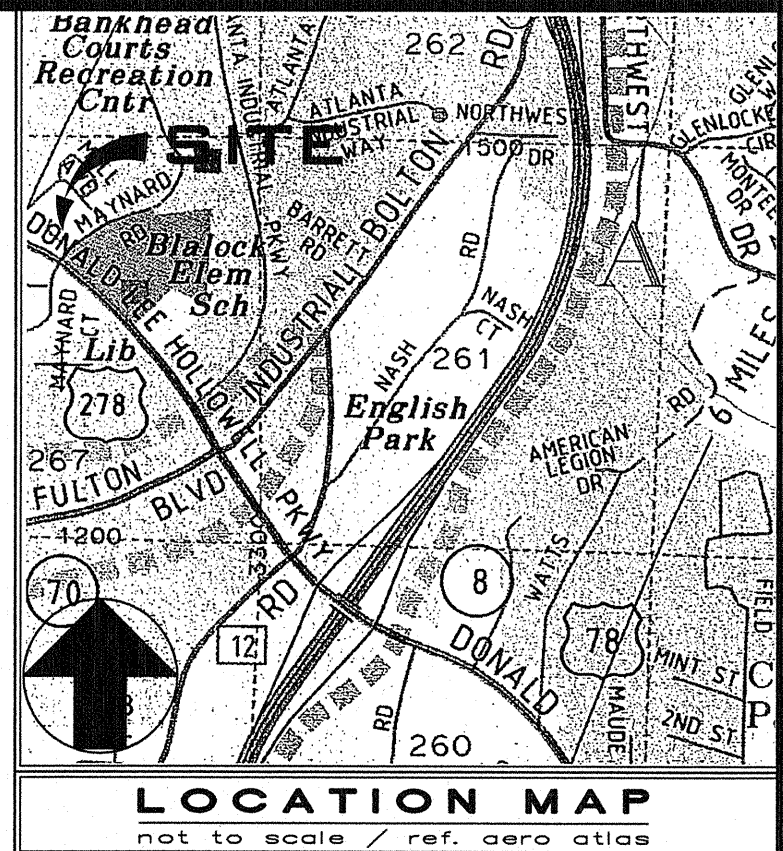
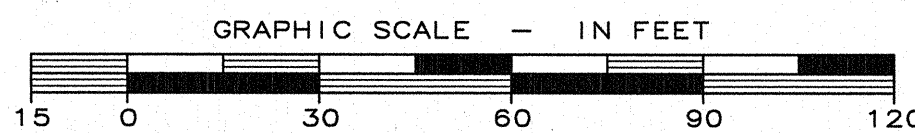
- ❑ Site area approximately 10.4 acres (10.2 of site development)
- ❑ Parking for approximately 230 cars
- ❑ Parking for approximately 210 busses
- ❑ Construction of an Operations Building, approximately 6,500 sf
- ❑ Construction of a three (3) bay Service Center, approximately 6,000 sf
- ❑ Construction of a four (4) bay Fueling Station and fuel storage system
- ❑ Perimeter security and sound barrier fencing with access control
- ❑ Landscaping, hardscaping and storm-water management
- ❑ Site lighting, ramps, stairs, canopies, signage, etc.
- ❑ Data, voice, video, security, access control, CCTV, HVAC DDC, etc.
- ❑ All associated features, components, systems, etc, that are included and inferred in the APS Design Guidelines, Bulletins and Standard Specifications





DONALD LEE HOLLOWELL  
PKWY. NW - HWY. 78/278

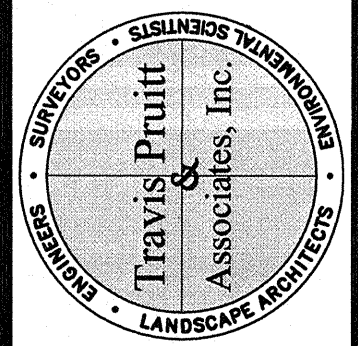
MAYNARD RD.  
(40' R/W)



SITE AREA:	
±10.4 AC.	
DISTURBED AREA:	
PREVIOUS DEVELOPMENT	10.0 AC.
PROPOSED DEVELOPMENT	10.2 AC.
IMPERVIOUS AREA:	
PREVIOUS DEVELOPMENT	6.4 AC.
PROPOSED DEVELOPMENT	7.8 AC.
PARKING SUMMARY:	
REGULAR CAR PARKING:	231
H/C CAR PARKING:	7
TOTAL CAR PARKING:	238
REGULAR BUS PARKING:	129
SHORT BUS PARKING:	83
TOTAL BUS PARKING:	212

NO.	DATE	DESCRIPTION	BY
7			
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4317 Park Drive - Suite 400  
Norcross, Georgia 30093  
Phone: (770)416-7511  
Fax: (770)416-6759  
www.travisprutt.com  
Contact Person: TRAVIS N. PRUITT JR



# NORTHWEST TRANSPORTATION

CONCEPT PLAN A2

For The Firm  
Travis Pruitt & Associates, Inc.  
DATE: 7-11-14  
SCALE: 1"=30'  
DN: 140221CP  
LSV: SITE  
JN: 1-14-0221  
FN: 210-E-133

Sheet No. 1

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