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FOR HEALTHY LIVING
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November 4, 2024

Re: Request for Statement of Qualifications

To Whom It May Concern,

The Athens-McMinn Family YMCA is requesting Statement of Qualifications from architectural firms for professional services for the pending new McMinn County Early Learning Center Project. The YMCA was awarded funds from the Economic Development Initiative (EDI) Community Project Funding (CPF) through the US Department of Housing and Urban Development (HUD). Work associated with the project will adhere to HUD and State of Tennessee Child Care Licensing guidelines. Additional professional services to be provided shall include the coordination of the design of the Early Learning Center with the firm addressing fill elevations, site grading plan, preliminary architecture and any applicable design discipline services, bidding, general architecture and on-site representation during construction phase and any applicable project closeout activities.

The Athens-McMinn Family YMCA will utilize the following criteria for the selection of the firm.

1. Qualifications and availability of key personnel or team.
2. Specified experience or technical expertise of the firm in connection with the type of services outlined above and on the attached page, to be provided by preliminary architectural services to project closeout activities.
3. Previous record of performance on contracts with similar size communities and clients on similar type projects.
4. Project familiarity specifically with working with Uniform Reporting Requirements and State of Tennessee Child Care Center facility regulations.

Your copy of the Statement of Qualifications can be submitted by email to bradi@athensmcminnymca.org by Thursday, November 21st. Upon receipt of submissions from interested parties, a short list of firms will be identified. These firms will then participate in a qualifications-based selection process.

Should you have any questions or concerns regarding the process, the requirements, or the proposed building project, please do not hesitate to contact me at 423-745-4904 or bradi@athensmcminnymca.org

Sincerely,

Bradi Sewell
CEO/Executive Director



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PROJECT NAME: McMinn County Early Learning Childcare Center

PROJECT LOCATION: 2400 Denso Drive
Athens, TN 37303
McMinn County Parcel Number: 046 049.00

PROJECT DETAIL DESCRIPTION:

PROJECT PURPOSE:

The overall purpose of the project is to increase labor force participation, education and training in McMinn County in order to directly improve the county's overall economic output through the construction of a new early learning childcare center. The center will serve approximately 50-60 children (ages 0-5) and their families within McMinn County's industrial district. Affordable childcare is one of the biggest barriers that prevents individuals from employment, accepting a higher paying position, and/or furthering their education.

PROJECT DETAIL DESCRIPTION:

The construction of a new early learning center would meet all state childcare regulations and would include necessary classrooms, office space, restrooms, kitchen, equipment, furnishings, outdoor playground spaces, parking areas, fencing and ADA accessibility that are required by law.

The project will include the following phases: pre-planning/development, site work and construction prep, construction, finishing/clean-up. The Pre-planning and development phase will include property acquisition, property surveys, property transfers, environmental reviews, and project architecture/design.