



WHITE COUNTY, TENNESSEE
DEPARTMENT OF FINANCE
COURTHOUSE ROOM 204
1 EAST BOCKMAN WAY
SPARTA, TENNESSEE 38583
PHONE (931)-836-3216 FAX (931)-836-3343
finance@whitecountyttn.gov

WHITE COUNTY, TENNESSEE
Letter of Interest Package
for
Bid Number: 2015-0512-01-015

**Letter of Interest for Sparta Crossings Educational
Facility Remodel and Addition**

LOI Opening:
May 12, 2015
1:00pm Central Time

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*Posted for public inspection at
whitecountyttn.gov/bids*

Chad S. Marcum, CPA
Director of Finance



WHITE COUNTY, TENNESSEE
Department of Finance

1 East Bockman Way, Room 204
Sparta, Tennessee 38583
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F 931.836.3343
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April 23, 2015

To Whom It May Concern:

The White County School System is soliciting letters of interest for architectural and engineering design services for a remodel/new addition of classroom and lab spaces at the White County High School's Sparta Crossing Education facility located at 281 North Spring Street in Sparta.

Funding for this project will be through general purpose school funding with an estimated cost of \$600,000 to \$1,000,000. Following the selection of an architect/design service consultant, the entire project is expected to span a twelve (12) month period, with the design and construction phase to be completed by August 1, 2016.

The selected architect/design consultant, including any respective sub-consultants, shall be responsible for the performance of a full range of design and construction administration services, including but not limited to the performance of civil, environmental, geotechnical, structural, architectural, mechanical, plumbing, electrical system, and cost estimating services. The firm must employ professionals licensed in the State of Tennessee.

All firms interested and capable of meeting the above stated requirements are required to submit a letter of interest to the White County Department of Finance no later than Tuesday, May 12, 2015 at 1:00pm central time. The letter of interest may not be submitted via electronic means. Please include an original and two copies, all of which should be addressed to:

White County Department of Finance
Attn: Chad S. Marcum
1 East Bockman Way, Room 204
Sparta, Tennessee 38583

Please see the enclosed proposed scope of work for this project. Your letter of interest should include your recommended best course of action to meet the scope of work requirements as outlined.

Respectfully,

Chad S. Marcum



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Proposed Scope of Work

Sparta Crossings Educational Facility Remodel and Addition
281 North Spring Street
Sparta, Tennessee 38583

Evaluate and recommend the best course of action to design and construct educational spaces within the original structure to meet the following requirements:

1. Design a main entrance to the facility to accommodate administrative spaces, as well as to facilitate a more secure entrance.
2. Design spaces for a minimum of six classrooms
3. Design additional restroom facilities

Digital copies of the existing floor plan are available by contacting the Department of Finance. One hardcopy is available for viewing only at the Transportation and Maintenance Department located at 763 Millers Point Road in Sparta.

Any questions regarding this scope of work should be addressed to David Vidrine, White County Board of Education Supervisor of Maintenance at 931-739-2011.



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Advertisement for LOI

White County, Tennessee
Advertisement for LOI
Bid No. 2015-0512-01-015

Take notice that the Director of Finance for White County shall accept sealed written letters of interest for architectural and design services for White County Schools.

Proposals or responses must be submitted to the office of the Director of Finance, Room 204, White County Courthouse, Sparta, Tennessee, 38583, no later than 1:00 P.M. central time, May 12, 2015 at which time the letters of interest will be opened and considered.

Copies of letters of interest documents may be obtained at whitecountyttn.gov/bids

The owner (White County) further reserves the right to reject any and all letters of interest, to waive any and all informalities and to negotiate contract terms with the successful firm, and the right to disregard all nonconforming, non-responsive or conditional letters of interest.

Chad S. Marcum
Director of Finance
Publication Date: 04/23/2015