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ARCHITECTS

ARCHITECTURE
PLANNING
INTERIOR DESIGN

August 15, 2016

Mr. Cliff Norville
Deputy Administrator
Shelby County Government
584 Adams Avenue
Memphis, TN 38105

**RE: RFQ#16-003-59 - 160 N. Main Architectural Services for Reroof -
Fee Proposal**

Dear Cliff:

Self + Tucker Architects (STA) is pleased to submit our fee proposal to provide Architectural Services for the Reroof of 160 N. Main. As you know, our firm was jointly responsible for the recent renovation of the Vasco Smith Administration Building and therefore we believe that our team is uniquely qualified to assist with this project. Consequently, we are excited about providing the required consultant services.

PROJECT DESCRIPTION

Built circa 1960 as the Administration Building for Shelby County Government, the 12-story 167,000 square foot building is located at 160 North Main. The structure was fully renovated in 2014. At that time, the roof was considered to be in good condition and was not included in the renovation project. The existing roof of approximately 13,608 square feet is now believed to be nearly 20-years old. Its condition is questionable with leaks at various locations.

The notes on the Renovation Drawings completed in 2012 provide following information regarding the existing roof system:

1. Existing roof is a cold adhered 2 ply base and cap sheet modified bitumen by Derbigum installed over R-25 tapered insulation.
2. The 20 year roof was installed as complete tear off re-roof in late 1998 and is currently under warranty.

Roof Top Units are situated on the North end of the building, See attached photo of the roof. Without taking core samples, the exact composition of the existing roof is unknown. There is the possibility that the existing roof membrane may contain asbestos.

As mentioned earlier the building was built in the 1960s and met the plumbing code in force at that time. The roof has three roof drains but it does not have a secondary roof drain system. Due to the building height the building is not subject to the accumulation of debris that would clog up a roof drain. There has not been a history of roof drain blockage; we therefore propose to retain the current roof drainage system.

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PRINCIPAL

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SCOPE OF SERVICES

STA will order core samples to determine the composition of the existing roof system. It will also be necessary to test for asbestos. We anticipate that we will need about four (4) samples from the roof - two (2) roofing field and two (2) flashing samples. If the cores have different types of roofing below the surface layer, then more samples will be required.

The following questions need to be answered.

1. Is the concrete slab dry?
2. Which roofing system (Bitumen, EDPM, TPO etc.) would be best for this building?

After determining how best to proceed with the Roof Replacement based on the existing conditions and budget, STA will provide a complete set of architectural plans for Bidding and for Construction Administration. Furthermore, STA will provide all services specified in RFQ#16-003-59, relevant to this project.

It is our understanding that Shelby County does not have a preference for a roof system. Shelby County will check to determine if there are Factory Mutual requirements to be met. An R-Value which meets the minimum code requirement is sufficient.

ROOF REPLACEMENT BUDGET

The construction project budget is estimated to be \$260,000. This amount does not include asbestos abatement and soft costs. The budget will be reviewed along with the design submission estimates.

FEE PROPOSAL

Based on our comprehensive assessment of the tasks required to complete this project, we have proposed a fee of **\$22,215 (Twenty-Two Thousand two hundred Fifteen Dollars)** including reimbursable expenses. The Fee includes the Cost of Core Samples and Asbestos Testing.

THANK YOU! WE ARE READY TO GET STARTED WITH THE WORK.

If you should have any questions or require additional information, please give me a call at 261-1505 (Office) or 335-6581 (Mobile) or by e-mail at jtucker@selftucker.com.

Sincerely,



Jimmie E. Tucker, AIA, LEED AP
Managing Principal
Self + Tucker Architects, Inc.