

**Unitarian Universalist Church of Tampa
11400 Morris Bridge Road
Tampa, Florida 33637**

R.F.Q. - ARCHITECTURAL SERVICES in connection with a Capital Improvement Project for a small faith-based organization. The scope of the project will include:

- Addition of a free-standing ancillary building of +/- 3000 square feet to house classrooms and meeting space
- Potential minor renovations to existing building/s on site
- Improving the functionality of the 7 ½ acres of property, including traffic flow, parking, and outdoor lighting

Firms interested in providing these services to the UUCT should submit a Letter of Interest with Statement of Qualifications and any supplemental materials allowing evaluation for further consideration based upon the following criteria:

- Design experience with small buildings
- Experience in planning/designing “green” buildings
- Workload and availability
- Past performance w/non-profit and/or faith-based organizations
- Ability to provide construction administration

Architectural services are to be provided under a contract for a negotiated fixed fee.

Please mail or deliver 3 copies of Statement of Qualifications and other materials to:
Unitarian Universalist Church of Tampa
Attention: Architect Selection Committee
11400 Morris Bridge Road, Tampa, FL 33637

Responses will be due no later than close of business Friday, June 27, 2008

Those wishing to visit the site please call the number below to arrange an appointment.

RFQ Schedule:

Issue RFQ: Friday, May 30, 2008
Site Visit Tuesday, June 17, 11:00 am
Response Due: Friday, June 27, 5:00 pm
Interviews: Tuesday, July 8; Thursday, July 10
Contract Award: Friday, July 18, 2008

Questions may be directed to Ms Fran Davin 813/205-6530
UUCT Architect Selection Committee Chairman

6.10.08

UNITARIAN UNIVERSALIST CHURCH OF TAMPA
11400 Morris Bridge Road
Tampa, Florida 33637

May 30, 2008

Ladies and Gentlemen:

The Unitarian Universalist Church of Tampa is a small-sized congregation of members and friends representing a variety of religious beliefs, without dogma, as expressed in our statement, *One Place, All Faiths*. Our principles include “*The inherent worth and dignity of every person*” and “*Respect for the interdependent web of all existence of which we are a part*”.

We have been a part of the faith-based community in Tampa for over fifty years, but have been at our present location in North Tampa only since the 1970’s. We presently have on our 7-1/2 acre campus a sanctuary and an older dome-shaped building, built in the 1970’s, as well as a storage shed and gazebo. We are looking now toward adding a multi-use building to house our religious education program for children, youth and adults and to serve as general meeting space as well. We want this new space to be flexible so it can be reconfigured to different uses however it will not serve as worship space.

We are inviting your response to our attached RFQ for Architectural Services. In 2000, with professional help, the congregation adopted a master plan for the site and we are ready now to embark on a capital campaign to finance a new building and allow some modifications to the existing sanctuary and ancillary domed building. We foresee the need for some limited site improvements as well.

The project will involve working closely with a 6-member Building Design Committee and limited interaction with our nine-member Board of Trustees.

If you find this project of interest and fitting into your type of practice, please respond to the attached Request for Qualifications.

Thank you.

Sincerely,

Fran Davin, Chairman
Architect Selection Committee
Unitarian Universalist Church of Tampa