



**The Rock Academy of Nashville (“The Rock”)  
Requests for Proposals (“RFP”) for General Contractor Services**

**Date Issued:** March 24, 2026

**Contact Person:** Shelby Goodfriend

**Contact Email:** [shelby@nashvilleincubator.org](mailto:shelby@nashvilleincubator.org)

**Submittals Accepted Until:** April 7th at 5:00 PM

Dear Prospective Vendors:

This is an invitation to submit a proposal to The Rock Academy of Nashville (“The Rock”) from qualified Construction Manager / General Contractor Firms (CM/GC) for construction services for modifications and renovations to a single school site located in Nashville, Tennessee.

## **SCHOOL BACKGROUND**

The Rock Academy of Nashville is a charter school that will operate a single-site charter school in Davidson County, Tennessee. The Rock will open in August 2025 to serve approximately 85 students in grade 9, eventually expanding to grades 9-12.

## **PROJECT OVERVIEW**

The Rock has entered into a 2-year lease to co-locate with an existing charter school located at 5320 Hickory Hollow Parkway, Antioch, TN 37013. The Rock will exclusively occupy approximately 8,750 SF in year 1 and 14,000 SF in year 2. The scope of this project will include minor building enhancements to separate the school campuses and minor cosmetic updates.

The Rock is working with HMK Architects for design services.

## **TIMELINE**

- The Rock will conduct a mandatory site visit on **March 30th at 11:00 AM**, allowing proponents to examine the property to be aware of all conditions under which they will be required to operate. A designated representative will guide the site visit. Failure to attend will result in the proposal being rejected. Subcontractors are permitted to attend alongside General Contractors.
  - Please confirm attendance for a site visit by **March 27th at 12:00 PM** via email to [shelby@nashvilleincubator.org](mailto:shelby@nashvilleincubator.org).
  - Upon receipt of intent to attend the mandatory site visit, the prospective vendor will receive a soft copy of the construction drawing set.
- Prospective vendors must submit intent to bid via email to [shelby@nashvilleincubator.org](mailto:shelby@nashvilleincubator.org) no later than **March 31st at 5 PM**.
- All questions must be submitted in writing to Shelby Goodfriend by **March 31st at 5 PM**.
- The deadline for submitting proposals is **April 7th at 5:00 PM**.
- The projected date for contract award is **April 10th**. The selected vendor must be prepared to complete services by **June 12, 2026**.



## PROPOSAL REQUIREMENTS

Please specifically address the following in your proposal:

- **Company Overview:** Provide a brief company background, including years in business, areas of expertise, and relevant experience with similar projects.
- **Modified Scope of Work:** Describe the approach and methodology for completing each of the project components as outlined above and in the construction drawing set. Provide a timeline for each phase of the work, including an estimated start and completion date.
- **Budget Proposal:** Submit a detailed budget that includes all general conditions, and soft and hard costs with at least a 10% contingency. Include any itemized cost breakdowns for individual tasks or components of the project.
- **Contractor Qualifications:** List key personnel involved in the project, including their qualifications and relevant experience. Provide proof of appropriate licenses and certifications required for the work.
- **References:** Provide at least three (3) professional references from clients for whom similar work has been completed. Include contact information and a brief description of the projects performed. School references are preferred.
- **Compliance and Certifications:** Include current proof of insurance. Demonstrate compliance with all local building codes, safety regulations, and industry standards. Provide documentation of any relevant certifications related to ADA compliance, security systems, or kitchen construction.
- Permit expediter required

## SCOPE OF WORK

The Rock is seeking a licensed and qualified Construction Manager / General Contractor Firms (CM/GC) for construction services for modifications and renovations for approximately 8,750 square feet of a single-story building according to architectural plans. The building is located at 5320 Hickory Hollow Parkway, Antioch, TN 37013.

### ARCHITECTURAL SCOPE *(as outlined in construction documents)*

- ADD
  - TWO CROSS-CORRIDOR DOORS FOR SECURITY
  - ONE DOOR AT THE MAIN ENTRY VESTIBULE TO CREATE A SECURE VESTIBULE
- REMOVE
  - ONE COMMUNICATING DOOR
  - RELOCATE ONE CLASSROOM DOOR

### Potential Additions to Scope *(pending conversation with state fire marshal)*

- Security Film
- Door Hardware (Classroom Lock Sets)

### MAINTENANCE ITEMS *(not included in architectural scope or construction drawings)*

- **Restrooms**
  - Cosmetic updates
- **Refresh paint throughout the premises**
  - 100% of walls



- Approximately 8,750 SF Area of Occupancy
- Corridor 101
- Expanded Dining - Room 128
- 100% of door frames
- 100% of painted hollow metal doors
- **Wall Base**
  - Replace as missing throughout the premises

## SELECTION PROCESS AND CRITERIA

Firms submitting proposals are advised that all proposals will be evaluated to determine the firm deemed most qualified to meet the needs of The Rock Academy of Nashville.

- The contract will be awarded based on the cost, references, and qualifications of Prospective Vendors that respond to the RFP
- The Rock reserves the right to accept any response to the RFP, and to reject any and all responses, or to negotiate contract terms with the various proposers, in accordance with applicable laws.
- Each proposer shall be prepared, as requested by The Rock, to present evidence of their experience, qualifications, insurance, and capacity. A proposer may be rejected if they do not have the experience, qualifications, insurance, and capacity.
- The selection criteria will include, but not be limited to, the items listed below:
  - A. Demonstrated understanding and responsiveness to the RFP.
  - B. Proposals and experience of firm and personnel named in the proposal.
  - C. Project understanding and approach including an understanding of The Rock Academy of Nashville.
  - D. Satisfaction of previous clients:
  - E. Oral interview, as required
  - F. Completeness and quality of the proposal.
  - G. Cost proposal.

All correspondence pertaining to this proposal should be directed to my attention at [shelby@nashvilleincubator.org](mailto:shelby@nashvilleincubator.org).

Sincerely,

Shelby Goodfriend  
Director of Facilities  
Nashville Incubator

