



louisville arena authority

RELEASE DATE: September 9, 2026

REQUEST FOR PROPOSAL

To: Potential Providers – Architectural / Engineering Services for Renovations and Upgrades at KFC YUM! Center

Re: Request for Proposal (“RFP”) – Architectural / Engineering Services for KFC YUM! Center Renovations and Upgrades – Louisville Arena Authority, Inc.

This document constitutes a request for proposal by the Louisville Arena Authority (“LAA” or “Arena Authority” or “Owner”) from qualified professionals to provide Architectural / Engineering Services to the Louisville Arena Authority.

The RFP Response Due Date is **Monday, October 5, 2026, by 5 pm ET.**

The award selection is anticipated on **Monday, October 19, 2026.**

FACILITY INFORMATION

The Louisville Arena Authority is a Kentucky non-stock, non-profit corporation, created for the purpose of overseeing the creation, design, construction, financing, management and operation of the multi-purpose arena built in downtown Louisville, Kentucky. The KFC Yum! Center opened in October 2010. The LAA’s all-volunteer Board of Directors is comprised of ten members appointed by the Governor of the Commonwealth of Kentucky and five appointed by the Mayor of Metro Louisville. The LAA was created under the Kentucky not-for-profit corporation statutes and has obtained 26 USC § 501(c)(3) tax-exempt status.

Since the Louisville Arena Authority has no employees, the KFC Yum! Center is managed and operated by Legends Global, pursuant to a management agreement dated July 1, 2012, and subsequent addendums. The KFC Yum! Center is home to the University of Louisville Men’s and Women’s Basketball programs. Additionally, it is designed to accommodate a wide variety of other events including NCAA championships such as wrestling, gymnastics and volleyball, as well as concerts, family shows, trade shows, private events and conventions. The Arena will be host to the 1st and 2nd Rounds of the NCAA Men’s Basketball Championship in March 2027 and the USA Gymnastics Olympic Team Trials in June 2028.

PROJECT BACKGROUND

INTENT AND SCOPE

The Louisville Arena Authority has engaged Forward Associates Group Limited (“Forward Associates”) to identify opportunities for upgrading the KFC Yum! Center (the “Arena”) with the goal of enhancing the guest experience at the Arena. Forward Associates has developed concept overviews, indicative capacities, operational principles, mood boards and early spatial planning for numerous spaces within the Arena and is continuing with the detail design process for each of those spaces.

The Arena Authority has assembled a Project Team to oversee and implement the concepts of the guest experience project (the “Project”). The Project Team is composed of representatives from the Louisville Arena Authority, Legends Global Management Louisville, Forward Associates, the Construction Manager, the Owner’s Representative, and the Architect. A Construction Manager at Risk and an Owner’s Representative have been appointed. While each team member has assigned responsibilities, the LAA expects an integrated effort to complete the Project on time and within budget.

The purpose of this RFP is to identify a qualified architectural firm to serve as the Architect of Record for the Project (the “Architect”). Forward Associates is not acting as Architect of Record and is not producing construction drawings. Forward’s role is to develop the design intent, guest experience vision, interior design direction, operational principles, mood boards, early spatial planning, and related concept information, and Forward Associates will continue to work with the Architect, engineers, and other consultants to explain and protect the design intent and overall vision. The Architect and the technical consultants carried under the Architect’s agreement will be responsible for the construction documents, specifications, and technical coordination required for pricing, permitting and delivery.

The Project scope will be renovation and fit-out of interior spaces, but the budget process, scheduling and phasing will be especially important considerations for this Project, as the Arena will not shut down for any extended periods beyond already planned repair and replacement projects. Basketball is programmed from November 1 through March 31 each year, and the Arena will continue to program events throughout construction.

A NOTE ON THE STATE OF THE DESIGN

The concept package prepared by Forward Associates has received a feasibility sense check and is a concept-design position rather than a settled one. The Arena Authority is candid with responders about what this means. Record documentation has not yet been reconciled against the concepts; ceiling voids, structural capacity, mechanical zoning, drainage routing, sanitary fixture counts against revised occupant loads, food service extraction, and facade construction are unverified across significant portions of the program. The Arena Authority regards the orderly

closing of that gap as the first and most consequential task of the Architect and has structured this engagement in two phases accordingly.

SCOPE OF SERVICES

The Architect will be expected to perform, at a minimum, the scope of services for the Arena Authority listed below. The scope of services is not meant to be comprehensive but is meant to provide a general overview of the Arena Authority's expectations. The selected Architect and the Arena Authority will enter into an agreement describing the scope of duties to be performed by the Architect (the "Architect Agreement").

Services are procured in two phases. Phase One is authorized at execution of the Architect Agreement. Phase Two is authorized at the sole election of the Arena Authority following its review of the Phase One deliverables. Responders shall price both phases in accordance with the Pricing requirements of the Form of Response.

PHASE ONE — EXISTING CONDITIONS VALIDATION AND DESIGN CRITERIA

Phase One establishes a verified factual basis for the Project before design proceeds. It is expected to be a defined, time-bound engagement concluding in a written report and a recommendation to the Arena Authority.

Project Team Participation

- Participate in regularly scheduled Project Team meetings and in Construction Team meetings from the commencement of Phase One, and report Phase One progress, findings and emerging risks to the Project Team as they arise rather than only at the conclusion of the phase.

Record Documentation and Baseline Assembly

- Request, retrieve, index and review all available record and as-built drawings, operations and maintenance manuals, testing and balancing reports, prior condition surveys, the capital improvement plan, and recent roof replacement documentation from the Arena Authority and Legends Global.
- Issue a single indexed document set to all Project Team members and consultants, so that each discipline works from one baseline rather than from separate readings of the concept package.
- Identify, in writing, every material gap in the record set and the means by which each gap will be closed.

Existing Conditions Investigation

- Prepare and execute an existing-conditions investigation program covering, at a minimum: ceiling void and above-ceiling service surveys; structural verification of all proposed slab extensions, platform additions, added loading on existing structure, and any proposed facade

openings; mechanical plant capacity and zoning assessment against revised occupant loads and reconfigured volumes; drainage and domestic water capacity and routing for all new and retained fixture groups; electrical, IT and audio-visual riser, panel and containment capacity; and food service extraction, grease waste and make-up air capacity at every proposed service point.

- Conduct reality capture of affected areas and produce a registered point cloud and existing-conditions model to the standard required in the Architect Agreement.
- Plan, permit, execute, restore and document all intrusive investigation within event-driven work windows agreed with Legends Global, the Owner's Representative and the Construction Manager. Verification work is construction and will be treated as such, including protection of finished areas, restoration, and event-day discipline.
- Establish an acoustic baseline for the areas affected by the Project, including the existing performance of the bowl, the acoustic function of the existing atrium ceiling treatment, and the separation achievable between the proposed clubs and the bowl.
- Coordinate a hazardous materials survey in advance of any ceiling or partition removal.

Code, Life Safety and Accessibility Baseline

- Establish a written code and life-safety baseline for each affected level, addressing occupant load by space, sanitary fixture count against that load, travel distance, common path of travel, dead-end conditions, exit capacity, sprinkler coverage, detection and smoke control.
- Review the baseline with the applicable authorities having jurisdiction, including Louisville Metro Develop Louisville / Office of Planning and Design Services, the Louisville Fire Department, the Kentucky Department of Housing, Buildings and Construction, and the Kentucky Office of the State Fire Marshal as applicable, and confirm change-of-use positions in advance of design.
- Establish a building-wide accessibility strategy, including accessible seating position and accessible routes, recognizing that the remedy for one space may physically sit in another.

Design Criteria and Reconciliation

- Reconcile the Forward Associates concept package against verified conditions, space by space, and identify every instance in which a concept is not achievable as drawn, together with the options available and their consequences.
- Prepare a Basis of Design / Design Criteria document establishing systems, performance criteria, materials standards, acoustic and lighting targets, and technology criteria for each space.
- Confirm areas, and produce area take-offs, for all scope items currently carried without a stated area.
- Support the Construction Manager's open-book estimating by issuing verified information in a form the Construction Manager can price.

Phase One Deliverables

Phase One produces two written deliverables.

Interim Findings Report, due **Tuesday, December 1, 2026**. The Arena Authority does not anticipate that Phase One can be complete by this date, and no such representation is being sought. The Interim Findings Report is a preliminary deliverable required to inform the Arena Authority's scope decisions in December. It shall state what record documentation has been obtained and what remains outstanding, the Architect's initial assessment of the concept package against the information available, the investigation program as scoped, priced and scheduled, the findings available as of that date, and the items the Architect considers most likely to affect scope, cost or sequence. Responders shall price this deliverable and shall confirm in their response that the date is achievable.

Existing Conditions and Design Criteria Report, the final Phase One deliverable, issued to the Arena Authority through the Owner's Representative, stating findings by space, the reconciled scope, the code and accessibility position, an updated register of residual unknowns with the means and cost of closing each, and the Architect's recommendation on scope, sequence and readiness to proceed to Phase Two.

PHASE TWO — ARCHITECTURAL AND ENGINEERING SERVICES

Phase Two is authorized at the election of the Arena Authority and comprises full Architect of Record services for the scope the Arena Authority elects to proceed with.

Design Handoff and Scope Boundary

The Arena Authority is procuring the work that remains, not the work already done. Responders should scope and price accordingly.

- Forward Associates has produced, and continues to develop, the guest experience vision, interior design direction, concept overviews, indicative capacities, operational principles, mood boards and spatial planning for each space. That material will be issued to the Architect. It is design intent at concept level and is not to be re-performed.
- Forward Associates is not the Architect of Record, is not producing construction drawings, and is performing no engineering. No structural, mechanical, electrical, plumbing, fire protection, technology or code documentation exists for the Project.
- Forward Associates will remain engaged through delivery to explain and protect the design intent and to review the Architect's documents against it.
- The Architect inherits the concept package and the approved Phase One criteria, and is responsible from that point forward for all technical design, engineering, coordination, documentation, permitting and construction administration required to build the Project.

Responders are expected to identify, in their response, anything in the concept package they consider insufficient as a basis for their work, and to state what they require in order to proceed.

Proposed Phasing

The Arena Authority is not prescribing a design phase sequence. Standard phase nomenclature does not map cleanly onto a project where design intent already exists at concept level and no engineering has been performed, and the Arena Authority does not wish to pay for phases that duplicate work already delivered.

- Each responder shall propose the phase structure it considers appropriate to carry this Project from the Phase One criteria to a permitted, buildable set of documents, and shall name each phase.
- For each proposed phase, state the deliverable produced at its conclusion, the review and approval the Arena Authority is being asked to give, and the portion of the fee attributable to it.
- State explicitly where the responder considers Forward Associates' work to end and its own to begin, and identify any work it believes must be repeated rather than inherited, with the reason.

The proposed phasing will be read as evidence of the responder's understanding of the Project and will be scored under Understanding of Vision and Design Approach.

Required Outcomes

Whatever phasing is proposed, the Architect shall be responsible for the following.

- Advance the concept package and the approved Phase One criteria into coordinated architectural, structural, mechanical, electrical, plumbing, fire protection, technology and interiors documentation for each elected space.
- Participate in regularly scheduled design progress meetings with Forward Associates, the Arena Authority, Legends Global, the Owner's Representative, the Construction Manager, key stakeholders and specialist consultants.
- Support the Construction Manager's real-time estimating with documents and quantities sufficient for pricing at each agreed gate.
- Resolve every open item carried forward from Phase One or escalate it in writing with a recommendation.
- Participate in constructability and value engineering reviews with the Construction Manager and provide a written assessment of the design and guest-experience consequence of every proposed cost reduction, with Forward Associates' position recorded.
- Prepare complete, coordinated, permit-ready construction documents and specifications, organized into the bid and work packages required by the agreed phasing and work-window strategy.
- Coordinate documents across all disciplines and all consultants carried under the Architect's agreement, and with the separate consultants engaged directly by the Arena Authority.

- Identify and document all interfaces with concurrent Arena capital projects, including the fixed-seating replacement program, and with ongoing Arena operations.
- Prepare documentation in a form that supports the Arena Authority's Kentucky sales and use tax exempt owner-direct purchasing of materials and equipment, including separately identified owner-furnished items, specifications suitable for direct procurement, and delivery and installation responsibilities.

Permitting

- Prepare, submit and prosecute all permit applications for which the Architect of Record is responsible, and respond to all plan review comments through issuance of permit.
- Maintain a permitting matrix identifying every required permit and approval, the responsible party, the submission date and the required-by date, coordinated with the Project schedule.
- Attend meetings with authorities having jurisdiction, utility providers and regulatory agencies to expedite submittal, acquisition and approval.

Bidding, Procurement and GMP Support

- Support the Construction Manager's distribution of bid packages, respond to bidder questions, and issue addenda.
- Assist the Owner's Representative and the Construction Manager in evaluating bids for conformance with the documents, and in identifying scope gaps prior to establishment of the Guaranteed Maximum Price.
- Identify long-lead items and issue the information required to release procurement in advance of the balance of the documents.

Construction Administration

- Provide construction administration services for the duration of construction, including site observation at a frequency to be established in the Architect Agreement, and written field reports.
- Review and act upon submittals, shop drawings and samples, and respond to Requests for Information within the timeframes established in the Architect Agreement.
- Review and certify applications for payment as required, and evaluate proposed change orders, which are expected to be held to a bare minimum.
- Attend Project Team and construction progress meetings as required.

Closeout, Commissioning and Warranty

- Determine and certify substantial and final completion and prepare and administer punch lists.

- Support commissioning, testing and inspection activities, and confirm that all close-out documentation meets contractual requirements.
- Deliver record documents and as-built models in the format required by the Architect Agreement.
- Provide warranty-period services, including participation in the eleven-month warranty review.

SPECIALTY CONSULTANTS

The Project requires the disciplines listed below. The Arena Authority has not finally determined how each will be contracted, and responders should not assume a single arrangement. The Arena Authority may engage any discipline directly; it may require the Architect to carry any or all of them as subconsultants under the Architect's agreement; and it may engage a consultant directly while still directing that consultant to work under the Architect's technical coordination. The Arena Authority may also change the arrangement for any discipline as the Project develops.

Responders shall name a proposed firm for every discipline listed below and shall price each discipline separately in accordance with the Pricing requirements, so that the Arena Authority may move any discipline into or out of the Architect's agreement without reopening the balance of the fee. Naming a firm is not a commitment by the Arena Authority to engage that firm.

Where the Arena Authority engages a consultant directly, the Architect remains responsible for coordinating that consultant's work into the construction documents and for the technical integration of its systems, and shall state the fee basis on which it would perform that coordination. Where the Arena Authority elects to place a discipline under the Architect, the Architect is responsible for that consultant's work as it is for its own.

- Structural engineering
- Mechanical, electrical, plumbing and fire protection engineering
- Civil engineering
- Fire and life-safety consulting
- Accessibility and ADA consulting
- Acoustics. Scope includes, at a minimum, separation between the new clubs and the bowl in both basketball and event modes; the acoustic function of the existing atrium ceiling treatment, including whether the profiled ceiling panels are acoustically active and may be altered or removed to accommodate alternative lighting solutions; and the effect of seating replacement and bowl modifications on the existing acoustic performance of the bowl, which the Arena Authority regards as an asset to be protected.
- Audio-visual, low-voltage, information technology and digital systems. This discipline is to be comprehensive. It shall address, at a minimum, the following. Responders shall identify

which items they carry in-house, which are subconsulted and to which firm, and any item they propose to exclude, together with the reason.

- Structured cabling backbone and horizontal cable plant
 - Distributed antenna system (DAS)
 - Wireless network, including access points, controllers, cabling and RF design
 - IPTV and PTV systems
 - Audio systems
 - Broadcast tie-ins and coordination
 - Point-of-sale infrastructure and self-checkout hardware
 - Access control, credentialing and door hardware integration
 - Video surveillance (CCTV) and analytics
 - Intrusion detection and duress
 - Guest-facing security screening equipment
 - Command and control room upgrades
 - Network core, switches, firewalls and cybersecurity
 - Building management system and metering integration
 - Life-safety and mass-notification interfaces
- Lighting: documentation, integration and coordination of architectural, theatrical and feature lighting. The Arena Authority intends to engage a Digital and Lighting Designer directly, and may do so in advance of the Architect. That consultant leads the design of the digital and lighting experience alongside Forward Associates; the Architect is responsible for carrying that design into coordinated documents and for its technical integration.
 - Food service and kitchen design. The Arena Authority has not determined whether this discipline will be filled by a design-only consultant, by a firm that both designs and supplies equipment, or by a combination of the two, and the scope may be divided between them. The Arena Authority has existing food and beverage vendor relationships, and certain equipment may be furnished by the Arena Authority's food and beverage partner or specified through vendors already serving the Arena, who will need to be consulted. Responders shall state which model they propose, price design services separately from any equipment supply or procurement services, and confirm their willingness to work with vendors and equipment already selected by the Arena Authority.
 - Building envelope and facade consulting. This discipline is not required at this time. Should work on the existing enclosure prove necessary as the design advances, including forming openings in the solid west elevation, semi-enclosing the glazed east elevation for acoustic separation, the roof and slab over the KFC Yum! Plaza, or terrace porch waterproofing, drainage and planter loading, the Arena Authority expects this discipline to be added to the

Architect of Record's scope at that time. Responders should state the rate or fee basis on which it would be added.

- Commissioning agent, if not separately engaged by the Arena Authority. Commissioning is required because mechanical, electrical and fire protection systems will serve reconfigured volumes and revised occupant loads rather than the rooms they were designed for, and the Arena Authority requires verification that the modified systems perform as documented before spaces are turned over.

For the avoidance of doubt as between two of the disciplines above: the Digital and Lighting Designer leads the experiential design of the digital and lighting environment, including content strategy, display placement and lighting character, alongside Forward Associates. The audio-visual, low-voltage, information technology and digital systems consultant is responsible for engineering the infrastructure that delivers it. Responders shall state clearly where they draw that line so that no element is priced twice and none is left out.

The Arena Authority reserves the right to engage any of the foregoing consultants directly, to place any of them under the Architect's agreement, to move a discipline between those arrangements, and to remove any discipline from the Project, in each case with a corresponding fee adjustment on the basis stated in the responder's pricing.

BUILDING INFORMATION MODELING AND DOCUMENTATION STANDARDS

- The Architect shall deliver a coordinated federated model covering all disciplines, at a level of development to be established in the Architect Agreement.
- The Architect shall produce and maintain an existing-conditions model derived from reality capture of the affected areas.
- The Architect shall state its BIM execution plan, software platform and version, clash detection process, and the format in which record models will be delivered to the Arena Authority at closeout.
- All models and documents shall be delivered to the Arena Authority in both native and neutral formats, and the Arena Authority shall receive a license to use them for the operation, maintenance and future alteration of the Arena.

PROJECT TEAM COORDINATION

- Participate in regularly scheduled Project Team meetings and in Construction Team meetings.
- Work cooperatively with Forward Associates throughout the Project and treat the protection of the design intent as a shared obligation.
- Maintain a design open-items register, coordinated with the Owner's Representative's Project register, identifying each open technical item, the responsible party and the required-by date.

- Support and participate in presentations on a periodic basis to the LAA Board, Strategic Planning Committee, Finance Committee, and other key stakeholder groups as needed.
- Maintain all Project files in the same manner as set forth by the LAA.

RFP SPECIFICATIONS

MWBE PARTICIPATION

The LAA has adopted and is firmly committed to implementing its Affirmative Action Policy to promote the utilization of women and minorities in all phases of the project. It is the responsibility of each respondent to become familiar with the LAA's Affirmative Action Policy. All respondents must include in their response an affirmation to conform to the policy and a detailed description of their plan for conformance.

SPONSORSHIP / PREMIUM TICKET PURCHASE

Although not a requirement to submit a response, the LAA encourages prospective responders to state any current sponsorship or ticket purchasing status or express any interest in conversations regarding these opportunities.

INSURANCE

- A. The Architect shall not commence work under this Contract until they have obtained the insurance required and evidence of such insurance has been submitted to and approved by Owner. The submittal of said evidence to Owner shall not relieve or decrease the liability of the Architect.
- B. Workers' Compensation and Employers' Liability Insurance as required by statute.
- C. Commercial General Liability Insurance - ISO Form CG 00 01 (10/93) or equivalent, Occurrence Policy, with limits of not less than:
 - General Aggregate \$2,000,000.00
 - Products - Comp/OPS Aggregate \$2,000,000.00
 - Personal & Advertising Injury \$1,000,000.00
 - Each Occurrence \$1,000,000.00
 - Fire Damage (any one fire) \$50,000.00
 - Medical Expense (any one person) \$5,000.00
- D. Endorsements attached thereto including the following or their equivalent –
 - In the event that the Architect does not have a "per project" aggregate limit to its existing policy, then ISO Form CG 25 03 (11/85), Amendment of Limits of Insurance (Designated Project or Premises), describing the subject Contract and specifying limits as shown above.

- ISO Form CG 20 10 (10/93), in combination with ISO Form CG 20 37 (10/01), naming the Owner as additional insureds and containing the following statement - “This endorsement also constitutes primary and non-contributory coverage in the event of any occurrence, claim, or suit.”
- E. Automobile Liability Insurance, with limits of not less than \$1,000,000 Combined Single Limit per accident. The coverage symbol designated in the policy must be symbol “1” applying coverage to any auto.
- F. Umbrella Liability of \$5,000,000.
- G. Professional Liability (Architects and Engineers Errors and Omissions) Insurance in a minimum amount of \$2,000,000 per claim and in the aggregate, maintained by the Architect and by each engineering consultant carried under the Architect’s agreement. Responders shall separately price a project-specific excess professional liability policy raising the limit to \$5,000,000 per claim and in the aggregate, which the Arena Authority may elect to purchase. The insurance may be written on either “claims made” or “occurrence” forms, but if on a “claims made” form the insurance must be maintained in full force and effect for a period of five years beyond the final acceptance of the Project. If a “claims made” form is used, verification of an insurance “tail” must be made by an insurance certificate annually to the Arena Authority for the five-year period.
- H. The agreement with the Architect shall contain an indemnification statement acceptable to the Arena Authority and in substantial accord with the following: “The Architect agrees to indemnify and hold harmless the Arena Authority, their officers, directors, employees, agents, members, successors and assigns from any claims, losses and damages arising out of the negligent acts, errors or omissions of the Architect and all subcontractors, engineers, or consultants hired by the Architect for this project”.
- I. Certificate of Insurance, on ACORD 25-S (3/88) Form, or equivalent, filed with the Arena Authority identifying:
 - Owner, Louisville Arena Authority, as defined in the Contract, as Certificate Holders and Additional Insureds. Additional Insured also listed shall be Legends Global Parent, Inc. and Legends Global Management Louisville, LLC.
 - Endorsements, as listed above. (Note: If forms other than ISO forms are used, copies of the non-ISO forms are to be attached to this certificate).
 - Project as defined in the Contract.
 - Cancellation clause of the certificate amended to read, “Should any of the above-described policies be canceled before the expiration thereof, the issuing company shall provide a minimum of thirty (30) days written notice to the certificate holders named.”
 - Insurance Companies Providing Coverage – Unless approved in writing in advance by the Arena Authority, all companies listed must be rated “A+:X” or better in the most

recent A.M. Best Ratings Guide, and must be authorized to do business in the Commonwealth of Kentucky.

- The Name, Address, and Telephone Number of the “Producer” - The certificate is to bear a mechanical signature of the Authorized Representative of the Producer.
- J. The Arena Authority reserves the right to reject any insurance company, policy, endorsement, or certificate of insurance with or without cause.
- K. The cost of such insurance as required above shall be the obligation of the Architect and included in the Contract Sum.
- L. The acceptance of any certificate of insurance evidencing the insurance coverages and limits required in the Contract does not constitute approval or agreement by the Arena Authority that the insurance requirements have been met or that the insurance policies shown are in compliance with the contract requirements. Insurance effected or procured by the Architect shall not reduce or limit the Architect’s contractual obligation to indemnify and defend the Arena Authority for claims made or suits brought which result from or are in connection with the performance of this Contract, and the Architect agrees to indemnify the Arena Authority for all costs and damages, including attorneys’ fees, arising from a failure by the Architect to procure the insurance coverages in the forms and amounts required herein.

REQUIREMENTS OF QUALIFIED RESPONDERS

- Understanding of the vision for enhancing the guest experience at the KFC Yum! Center, and the ability to carry a defined design intent developed by others into construction documents without eroding it.
- Experience serving as Architect of Record for large commercial projects, high-quality renovation / fit-out, and guest-facing or complex operational environments, including occupied facilities that remained in operation throughout construction.
- Architectural registration in the Commonwealth of Kentucky for the Architect of Record, and Kentucky professional engineering registration for each engineer of record. Firms shall state their Louisville-area office presence or the named local firm with which they will associate.
- Named specialty consultants. The consultants listed under “Specialty Consultants” must be identified by firm at the time of proposal, with key personnel named. Proposals identifying consultants as “to be determined” will be scored accordingly.
- Demonstrated command of the Kentucky Building Code and Louisville Metro permitting, plan review and inspection processes, including phased permitting of assembly occupancy work in an occupied venue.
- Demonstrated existing-conditions verification capability, including reality capture and intrusive investigation in operating facilities, and the conversion of verified conditions into coordinated construction documents.

- Building information modeling capability meeting the standards set out above.
- Ability to provide experienced staff.
- Ability to perform on time / schedule and on budget.
- Professional Liability Insurance in the amounts required above.

RFP SCHEDULE

• RFP Advertisement	9/9/2026
• Mandatory Pre-Bid Meeting Onsite	9/15/2026 at 9 am ET
• Addendum #1 Issued (project manual)	9/15/2026 – NDA Required
• Written Questions Due Date	9/21/2026 – no later than 5 pm ET
• Responses to Questions / Final Addendum Due	9/28/2026
• Proposal Due Date	10/5/2026 – no later than 5 pm ET
• Evaluation Period	10/6/2026 – 10/19/2026
• Anticipated Project Award	10/19/2026
• Contract Window	10/19/2026 – 10/30/2026
• Interim Findings Report Due (Phase One)	12/1/2026

INSTRUCTIONS TO RESPONDERS

Mandatory Pre-Bid Meeting

All potential responders are required to attend the mandatory pre-bid meeting that will be held on-site at the KFC Yum! Center, One Arena Plaza, Louisville, KY 40202. Project specifications, project manual, responses to questions, and any RFP addenda will be distributed according to the attendance sheet of potential responders. Any potential responder that fails to attend this pre-bid meeting will be rejected accordingly as seen fit in the best interest of the Louisville Arena Authority. Please indicate intent to attend this pre-bid meeting in advance by emailing **Chris Carmicle, PLC Management LLC, Owner's Representative, at chris@plcmanagement.com** with the name of the company and anticipated attendee names.

At this mandatory pre-bid meeting, responders will be required to sign a Non-Disclosure Agreement before receiving the project manual. The agenda of the pre-bid meeting includes a walk-through of the project vision, design intent, scope complexity, and phasing considerations, as well as a walk-through of the facility to associate actual spaces with those in the project manual. The Arena Authority will also issue at this meeting the preliminary anticipated construction hard cost budget for the Project, which responders are required to use as the common basis for the fee amounts requested under Pricing below. That figure is preliminary, is provided for proposal purposes only, is subject to change as existing conditions are verified and as the Arena Authority

elects the scope it will proceed with, and does not constitute a commitment by the Arena Authority to any budget amount.

Meeting Date: Tuesday, September 15, 2026, at 9:00 am Eastern Time

Meeting Location: Legends Room, Main Room

KFC Yum! Center, One Arena Plaza, Louisville, KY 40202

Submitting Questions

Any prospective Responder to this RFP is encouraged to submit any written questions they may have no later than **5 pm ET on Monday, September 21, 2026**. Email questions to **Chris Carmicle, PLC Management LLC, Owner's Representative, at chris@plcmanagement.com**. No verbal responses made by any staff member or Arena Authority board member shall be binding. Record and CAD drawings held by the Arena Authority will be supplied to pre-qualified responders upon request, following any requirements instituted by the Louisville Arena Authority. Specific data requests related to facility information or event activity will be supplied to all responders at the discretion of the Louisville Arena Authority.

Preparation of Response

The respondent is expected to comply with all specifications, terms, conditions and instructions contained in this Request for Proposal (RFP). Failure to do so will be cause for rejection. The proposal should be prepared simply and economically, providing a straightforward, concise description of the respondent's capabilities to satisfy the requirements of this RFP. Emphasis should be on completeness and clarity of content. Any exceptions taken to the terms and conditions of this RFP must be clearly identified. If no exceptions are listed, it will be concluded that the respondent will meet, in every detail, the conditions stipulated in this RFP. The Owner will not be responsible for any costs incurred by a respondent in preparing or presenting a response.

Form of Response

All items below should be included in the response in the stated order. Include the certification and signature provided at the end of this section. If more than one firm is involved in a joint venture or association, a complete response is required from each firm.

1. Firm identification: legal name, address, telephone, type of organization, number of years in business, location of branch offices, and the Louisville-area office or named local associated firm. Provide the Principal-in-Charge and the designated Project contact, each with email address and Kentucky architectural registration number.
2. Most recent experience as Architect of Record for large commercial projects, high-quality renovation / fit-out, and guest-facing or complex operational environments, to include at least three relevant references with contact information. For each project provide name, location, brief description, construction cost, year completed, delivery method, and the

owner's representative and contractor with contact information. Occupied facilities that remained operational throughout construction should be identified as such.

3. Key team members that will be assigned to the Project and their relevant qualifications and experience, including the Architect of Record and each engineer of record with Kentucky registration numbers. Provide an organization chart illustrating key staff and their roles, and the contact person to be called by the Owner.
4. Named specialty consultants. For each discipline listed under "Specialty Consultants," identify the firm, the key personnel assigned, and relevant project experience. State any discipline the responder proposes to perform in-house.
5. Command of local code, permitting and regulatory approvals. Describe your firm's experience with the Kentucky Building Code and Louisville Metro plan review, permitting and inspection, including assembly occupancy, change of use, and phased permitting of work in an occupied venue. Name specific projects and the approvals obtained and identify the personnel who will hold this responsibility. In addition:
 - a. Name the specific plan reviewers, inspectors, fire marshal staff and other authority having jurisdiction contacts with whom your firm has worked and identify the projects on which you worked with each.
 - b. Describe one project on which a code interpretation went against your firm. State the interpretation, the position your firm had taken, how the matter was resolved, and the schedule and cost consequence to the owner.
6. Existing conditions verification approach and capability. Describe your methodology for verifying existing conditions in an occupied, operating facility; your in-house reality capture and survey capability; how intrusive investigation is planned, permitted, executed and restored within event-driven work windows; and how verified findings are converted into coordinated documents. Provide at least one project example in which existing-conditions verification materially changed the design or the budget, and how that was managed.
7. Examples of ability to perform work on time / schedule and on budget. Where available, provide change-order percentages attributable to design errors and omissions on comparable recent projects.
8. Building information modeling and documentation standards, including platform, execution plan, clash detection process, and record model delivery format.
9. Approach to delivering design and construction administration in a live, operating venue, addressing work windows, the March 2027 NCAA and June 2028 USA Gymnastics events, the November through March basketball season, and coordination with concurrent Arena capital projects.
10. A summary of your plan to address the challenges of this Project, which may include carrying a concept-level design into construction documents, complex refurbishment, live

venue work, and guest-facing environments, together with your understanding of the vision and end result (demonstrates understanding of the vision and scope of the Project).

11. Statement of compliance with all applicable local, state and national safety requirements and all applicable local, state and national laws, and disclosure of any claims, litigation or disciplinary proceedings involving the firm or its named consultants within the past five years.

12. Copy of Certificate of Insurance for the required amounts, including Professional Liability.

13. Pricing. Responders shall provide:

- a. Phase One fee, stated as a fixed fee, with the assumptions on which it is based and a schedule of the investigation scope it includes. Identify separately any third-party testing, survey, scanning or intrusive-investigation costs, and state whether they are included, excluded, or carried as an allowance.
- b. Phase Two fee for the Architect's own services, meaning architecture, interiors and any discipline the responder performs in-house. State it both as a percentage of the cost of the work and as a dollar amount computed against the preliminary construction hard cost budget issued by the Arena Authority at the mandatory pre-bid meeting. Allocate the amount across the phases the responder has proposed under "Proposed Phasing," naming each phase, its deliverable, and the portion of the fee attributable to it. The allocation will be read as evidence of how the responder has scoped the work.
- c. Phase Two fees for specialty consultants, given as a schedule with one line for each discipline listed under "Specialty Consultants." For each discipline state the consultant firm; whether the work is performed in-house or by subconsultant; the fee basis, which may be a lump sum, a percentage of the cost of the work, or a percentage of the construction cost of the systems that discipline covers, identifying which is used; the resulting dollar amount computed against the preliminary construction hard cost budget issued by the Arena Authority at the mandatory pre-bid meeting; and whether the Architect's administration or markup on that consultant is included in the figure or charged separately, stating the rate if separate.
- d. Where the scope of a discipline cannot reasonably be fixed at the time of proposal, the Arena Authority prefers an hourly rate schedule and an estimated range with the assumptions stated over a lump sum carrying undisclosed contingency. Responders will not be penalized for identifying a discipline as scope-dependent, provided the basis for pricing it later is clear and the assumptions are stated.
- e. Deferred and contingent disciplines. Building envelope and facade consulting is not required at this time. State the fee or rate basis on which it would be added should the Arena Authority later require it. State the same basis for any discipline the Arena Authority engages directly and subsequently elects to move under the Architect's agreement, and for any discipline the Arena Authority elects to strike.

- f. Total Phase Two fee, being the sum of the Architect's own services and all specialty consultants, stated as a dollar amount computed against the preliminary construction hard cost budget issued by the Arena Authority at the mandatory pre-bid meeting and as a single percentage of that figure. Every responder computes this total against the same issued figure, solely so that responses can be compared on a common basis. That total is the figure the Arena Authority will use for comparison.
 - g. Fee adjustment. State how the total Phase Two fee adjusts if the construction cost of the elected scope differs from that figure, whether by application of the stated percentage, by renegotiation, or otherwise, and state any minimum fee the responder requires regardless of elected scope.
 - h. A complete schedule of hourly rates by title for additional services, and the not-to-exceed amounts proposed for any hourly work.
 - i. The annual cost of a project-specific excess professional liability policy raising the limit from \$2,000,000 to \$5,000,000 per claim and in the aggregate, priced separately from the fee, for the Arena Authority to accept or decline.
 - j. Reimbursable expenses: state the categories, the multiplier if any, and a proposed not-to-exceed amount.
 - k. Temporary office space – provide space requirements and the related cost separately, in case the LAA may be able to provide temporary office space within the Arena.
 - l. State whether the Phase One fee is credited against the Phase Two fee in whole, in part, or not at all.
14. Signed Certification of Information Provided page.
15. MWBE affirmation and a detailed description of your plan for conformance with the LAA's Affirmative Action Policy.

CERTIFICATION OF INFORMATION PROVIDED

The information provided herein is accurate to the best of my knowledge and may be accepted by the recipient as a true representation of:

Firm Name: _____

Signed: _____

Principal-in-Charge: _____

Date: _____

Submission of Proposal

Responses are accepted only via email to **Chris Carmicle, PLC Management LLC, Owner's Representative, at chris@plcmanagement.com** by the stated due date – no later than **5 pm ET on Monday, October 5, 2026**. The subject line of the email should state “Response to KFC YUM! Center Architect RFP – Company Name.” Responder will receive confirmation that the response has been received.

Form of Architect Agreement

- The form of agreement shall be AIA Document B133–2019, Standard Form of Agreement Between Owner and Architect, Construction Manager as Constructor Edition, as modified by the Arena Authority, together with AIA Document A201–2017 General Conditions as incorporated into the construction contract.
- The responder is advised that the RFP Documents contain information that will be incorporated in whole or part into the Architect Agreement.
- The RFP Documents may be superseded by such Architect Agreement.
- The terms of the Architect Agreement will be subject to the approval of the Arena Authority, in its sole discretion.

Prospective Responders are encouraged to review the Arena Authority's reservation of rights concerning cancelation of this RFP discussed below. This RFP may be canceled or withdrawn at the election of the Louisville Arena Authority.

Qualified Responders

The Authority shall review each proposal for compliance with all necessary requirements of this Request for Proposal. Failure to comply with any requirements may disqualify a proposal. Only those Responders who have met the minimum requirements of this RFP may be selected. Any alternative solution proposals submitted must be complete and will be subject to a full and independent evaluation.

Evaluation

The Louisville Arena Authority will facilitate the review of proposals. The Arena Authority, in conjunction with input from Legends Global, Forward Associates and the Owner's Representative, will evaluate and score each qualified proposal. Minor irregularities in proposals that are immaterial or inconsequential in nature may be waived wherever it is determined to be in the Arena Authority's best interest. The Louisville Arena Authority Board of Directors will make the award to the highest-scoring proposal, subject to the right to reject all proposals reserved below.

Final Ranking and Selection

The Arena Authority will award the Contract to the Responder whose proposal is determined to be the most advantageous to the Arena Authority, considering the criteria identified next.

Basis of Selection

The evaluation of proposals will be made from the criteria listed below, in order of importance.

Proposal Element	Scoring	Notes
Understanding of Vision and Design Approach	20 points	The response's demonstrated understanding of the guest experience vision developed by Forward Associates, and its approach to carrying that vision into construction documents without eroding it, will be scored and receive up to 20 points. The proposed phasing and the responder's statement of where Forward Associates' work ends and its own begins will be weighed here.
Command of Local Code, Permitting and Regulatory Approvals	20 points	The response's demonstrated command of the Kentucky Building Code, Louisville Metro permitting and inspection, and phased permitting of assembly occupancy work in an operating venue will be scored and receive up to 20 points, weighing named prior approvals, named authority having jurisdiction contacts, and the account of an adverse code interpretation and its resolution.
Strength of Assigned Team and Named Specialty Consultants	15 points	The response's assignment of qualified team members, and the strength and relevance of the named specialty consultants carried under the Architect's agreement, will be scored and receive up to 15 points.
Existing Conditions Verification Approach and Capability	15 points	The response's methodology for verifying existing conditions in an occupied, operating facility, its in-house survey and reality-capture capability, and its demonstrated record of converting verified conditions into coordinated documents will be scored and receive up to 15 points.
Relevant Company Experience and References	15 points	The response's relevant experience and reference list will be scored and receive up to 15 points.
Architect Fee	15 points	The fee proposal that provides the greatest value to the Arena Authority will receive the full 15

		points. Competing proposals will be scored on a scale of comparison, using the total Phase Two fee computed against the preliminary construction hard cost budget issued at the mandatory pre-bid meeting, together with the Phase One fee. Clarity and completeness of the consultant fee schedule will be considered; undisclosed contingency carried inside a lump sum will not be read as a lower price.
Total	100 points	

Negotiation and Award of Contract

Interviews and negotiations may be held to promote further understanding of proposal requirements, and to facilitate arrival at a Contract. The LAA reserves the right to accept the best proposal, as submitted, without further conversations or negotiations, and may do so. The Committee will rank each finalist. The Arena Authority and the first-ranked finalist shall then negotiate in good faith the terms and conditions of a contract. If such negotiations are unsuccessful, the Arena Authority shall then negotiate with the second-ranked finalist. This process will continue until the Arena Authority has reached a satisfactory agreement. The Arena Authority retains the right to reject all proposals at any time during the process. No public submittal opening will be held. All proposals will be treated as closed records until a contract award is made or until all submittals are rejected except as required by law.

Reservation of Rights

The LAA reserves the right to amend, modify or withdraw this request; to waive or revise any requirements of this request; to require supplemental statements or information from any responding party; to reject any response submitted; to accept or reject any or all responses received with respect to this request; to extend the deadline for submission of responses; to negotiate or hold discussions with any responding party and to cancel, in whole or in part, this request if the Arena Authority deems it to be in its best interests to do so. The Arena Authority further reserves the right to authorize Phase One only, to decline to authorize Phase Two, to authorize Phase Two in part, and to engage any specialty consultant directly rather than through the Architect. The Louisville Arena Authority expressly reserves the right, at its sole discretion, to procure certain materials or equipment directly, including but not limited to long-lead items or high-value components, in order to mitigate schedule risk, ensure quality, or reduce costs, as direct purchases of materials by the LAA are exempt from Kentucky sales and use tax. The Arena Authority may exercise the foregoing rights at any time without notice and without liability to any responding party or other parties for their expenses incurred in the preparation of responses or otherwise. Responses with respect to this request will be prepared at the sole cost and expense of the responding party. The issuance of this request and the submission of a response and / or the

acceptance of such response by the Arena Authority does not obligate the Arena Authority in any manner whatsoever. Legal obligations will only arise upon execution of a formal agreement by the Arena Authority and the selected provider.

PROPOSAL DEADLINE

Proposals must be submitted via email by **5:00 pm Eastern Time on Monday, October 5, 2026** to **Chris Carmicle, PLC Management LLC, Owner's Representative, at chris@plcmanagement.com**.

Firms submitting inquiries are advised not to rely on any verbal advice or instruction, and only to rely on written instructions from the Louisville Arena Authority authorized representatives.