



**Request for Qualifications – Civil Engineers  
DESIGN PROFESSIONAL SERVICES**

The University of Arkansas Fayetteville, in accordance with the policies of the Board of Trustees, is soliciting responses from qualified civil engineers for professional services contracts (aka “on-call”). The purpose of these contracts is to provide civil engineering services for various renovation and construction projects on campus. Two firms will be selected.

**SUBMISSION**

**The deadline for responses is 1:00 PM CST on Friday, December 19, 2014.**

All respondents will be notified of the results by EMAIL, so please provide accurate contact information.

**Address eight (8) copies of responses to:** Todd Furgason, campus planner  
University of Arkansas  
Facilities Management  
521 S. Razorback Road  
Fayetteville, AR 72701

Written responses should include:

1. Proof of licensure or eligibility:  
*Civil Engineers:* All engineers shall hold individual licenses in the State of Arkansas, and all engineering firms shall hold a valid Certificate of Authorization (COA) issued by the Arkansas State Board of Licensure for Professional Engineers and Professional Surveyors. Joint venture firms are also required to hold a COA. A COPY OF A VALID ARKANSAS CERTIFICATE OF AUTHORIZATION MUST BE INCLUDED WITH THE SUBMITTAL.
2. Proof of current professional liability insurance coverage (\$1,000,000 minimum required)
3. Similar project experience with colleges and universities and low impact development
4. Current office size, personnel description, and workload
5. Organizational chart for design team
6. Prior experience constructing projects under LEED and/or Green Globes ratings systems
7. Projects currently under contract with state agencies or educational facilities
8. Statement of diversity in the workforce, if applicable
9. Certificate of women-owned or minority-owned business, if applicable

Professional Services Required:

PROGRAM REVIEW, MASTER PLAN REVIEW, IMPLEMENTATION OF CAMPUS STANDARDS, SURVEYING, COST ESTIMATING, SCHEMATIC DESIGN, DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS, BIDDING, CONSTRUCTION ADMINISTRATION, AND PROJECT CLOSEOUT.