



Request for Qualifications – Architects DESIGN PROFESSIONAL SERVICES

The University of Arkansas Fayetteville, in accordance with the policies of the Board of Trustees, is soliciting responses from qualified architects for *professional services contracts* (“on-call”) for various renovation and construction projects with estimated costs under \$1 million. Contracts will be for a one-year base term with possible renewal for three additional years, for a total of four years.

Three firms will be selected.

SUBMISSION

The deadline for responses is 1:00pm local time on Wednesday, November 29, 2017.

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, Senior Campus Planner
University of Arkansas
Facilities Management
521 S. Razorback Road
Fayetteville, AR 72701

Statements of Qualification will be reviewed by a selection committee using a standardized *Design Services Shortlist Evaluation* form. This form is available for download at <http://planning.uark.edu/rfq>

Written responses should include:

1. Proof of licensure or eligibility:

Architects: All firms shall be licensed, or eligible for licensure, in the State of Arkansas. Eligible firms not currently licensed must send a letter to the Arkansas State Board of Architects (501-682-3171/501-682-3172 fax) stating their intent to respond to an RFQ issued by the University of Arkansas. A COPY OF EITHER A VALID ARKANSAS LICENSE OR THE QUALIFYING LETTER MUST BE INCLUDED WITH THE SUBMITTAL.

2. **Recent project experience** (within the past five years) with programming and design of higher education projects of a variety of scales and complexities
3. Current office size, personnel description, and workload
4. Proof of current professional liability insurance coverage (\$1,000,000 minimum required)
5. Prior experience constructing projects under nationally-recognized sustainable rating systems
6. Projects currently under contract with state agencies or educational facilities
7. Statement of diversity in the workforce, if applicable

8. Certificate of women-owned or minority-owned business, if applicable

Professional services required:

PROGRAMMING, FEASIBILITY ASSESSMENTS, MASTER PLAN REVIEW, COST ESTIMATING, SCHEMATIC DESIGN, DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS, BIDDING, CONSTRUCTION ADMINISTRATION, AND PROJECT CLOSEOUT.