



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* (“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.

Two 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:**

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.

Landscape Architects: All firms shall be licensed by the Arkansas State Board of Architects, Landscape Architects, and Interior Designers. A COPY A VALID ARKANSAS LICENSE MUST BE INCLUDED WITH THE SUBMITTAL.

2. **Recent project experience** (within the past five years) with programming and design of site and landscape projects of a variety of scales and complexities, including low-impact development
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:

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