



## UNIVERSITY OF ARKANSAS

### **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 Tuesday, January 22, 2019.**

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

**Address eight (8) copies of responses to:**                      Georgeta Galbraith, Construction Coordinator  
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.