



**REQUEST FOR QUALIFICATIONS - ARCHITECTS
UACCM WAREHOUSE
RFQ# 0689-2023-006**

The University of Arkansas Community College at Morrilton, in accordance with the policies of the Board of Trustees, is soliciting responses from qualified architectural firms for the construction of the UACCM Warehouse.

PROJECT DESCRIPTION

The UACCM Warehouse will be used by Campus Maintenance for storage and to house materials. The warehouse will sit on the west end of campus, near the physical plant compound. The 100ft x 60 ft building will need capabilities for a forklift to maneuver and to house storage racks. Included in the project will be the paving of a drive to allow deliveries to the warehouse.

ANTICIPATED PROJECT SCHEDULE

Request for Qualifications (RFQ) issued	October 30, 2023
Statement of Qualifications (SOQ) due	November 17, 2023
Interviews of shortlisted firms	December 4-8, 2023
Board of Trustees selection announced	January 25, 2024
Contract negotiations	January 2024

SUBMISSION

The deadline for responses is 10:00 am local time, November 17, 2023

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

Address three (3) hard copies and one (1) digital copy of responses to:

Jeff Mullen
Vice Chancellor for Finance
University of Arkansas Community College at Morrilton
1537 University Blvd
Morrilton, AR 72110

Digital copies can also be sent via email to mullen@uaccm.edu in addition to the printed hard copies.

Statements of Qualifications will be reviewed by a selection committee and a short-list of firms will be invited to interview with the university.

CONTENT REQUIREMENTS

To avoid potential conflicts of interest, respondents should not communicate with university staff about this project. This document provides the relevant information for assembling a Statement of Qualifications. If you have urgent questions, you can send them via email to mullen@uaccm.edu.

Include the information below and organize it in an easily accessible manner. It is not necessary to divide the response into chapters exactly matching the description below. Responses that do not include the required licensure information will be disqualified.

1. Proof of licensure or eligibility:

Architects: All firms shall be licensed, or eligible for licensure, in the State of Arkansas. Consulting and joint venture firms are also required to be licensed in the State of Arkansas. A copy of a valid Arkansas license must be included with the submittal.

Landscape Architects: All firms shall be licensed by the Arkansas State Board of Architects, Landscape Architects, and Interior Designs. A copy of a valid Arkansas license must be included with the submittal.

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 license must be included with the submittal.

2. Organizational chart for design team and all consultants.
3. Specific project experience (within the past five years) with design warehouse specific projects (or suitable equivalents).
4. Current office size, personnel description, and workload.
5. Proof of current professional liability insurance coverage (\$1,000,000 minimum required).
6. List of projects currently under contract with state agencies or educational facilities.
7. Statement of diversity in the workforce, if applicable.
8. Certificate of women-owned, minority-owned, or service-disabled veteran owned business, if applicable.

PROFESSIONAL SERVICES REQUIRED

Programming, feasibility assessments, graphic presentation, site planning, civil engineering, landscape design, interior design, cost evaluation, schematic design, design development, construction documents, construction administration, and project closeout.

All materials submitted in response to this Request for Qualifications are subject to the terms of state laws relative to the Freedom of Information Act.