



## Request for Qualifications: Architects

The University of Arkansas at Rich Mountain, in accordance with the policies of the Board of Trustees, is soliciting responses from qualified firms to provide architectural design services for a new Medical Sciences Center for the institution.

### Project Description

The University of Arkansas at Rich Mountain seeks responses from qualified firms to provide architectural design services for a new Medical Sciences Center on the main campus in Mena, Arkansas. The project scope will include a new, approximately 19,000 sq ft building comprising, but not limited to, Classrooms, Nursing Skills and Simulation Labs, OT/PT/EMT Teaching Labs, Fitness Center, Offices, and other required support spaces. Total project cost (including soft costs) is currently estimated at \$12 million.

### Professional Services Required

Site planning, programming, cost evaluation, graphic presentation, interior design, schematic design, design development, construction documents, all required engineering, construction administration, and project closeout.

### Content Requirements

Include the information below and organize it in an easily accessible manner. Responses are not required to be divided into chapters exactly matching the description below. ***Responses that do not include the required licensure information will be disqualified.***

1. Introduction letter stating how the architect's experience aligns with the goals of the project.
2. Organization chart for design team and all consultants.
3. Current office size, personnel description and workload.
4. Specific project experience of similar size, budget and scope.
5. Prior experience with fully-commissioned projects.
6. List of projects currently under contract with state agencies or educational facilities.
7. 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 in Arkansas 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 at Rich Mountain. Please include project name, submittal date, and proof of valid NCARB certification in the letter. Consulting and joint venture firms are also required to be licensed by the Arkansas State Board of Architects. Notification to the State Board must be made PRIOR to responding to this solicitation and a **COPY OF EITHER A VALID ARKANSAS LICENSE OR THE LETTER OF INTENT TO THE STATE BOARD DESCRIBED ABOVE FOR ALL TEAM MEMBER FIRMS MUST BE INCLUDED WITH THE RESPONSE.** The final selected firm(s) will have 30 days to make application for corporate licensure after they are awarded the contract.

8. Proof of current professional liability insurance coverage.
9. Statement of women-owned or minority-owned business, if applicable.

