



UNIVERSITY OF  
ARKANSAS

## Request for Qualifications – Geotechnical Engineers DESIGN PROFESSIONAL SERVICES

The University of Arkansas Fayetteville, in accordance with the policies of the Board of Trustees, is soliciting responses from **qualified geotechnical engineers** for *professional services contracts* (“on-call”) to provide geotechnical engineering services for various renovation and construction projects. Please refer to University of Arkansas Board Policy 740.2 for additional information about on-call contracts. Contracts will be for a one-year base term with possible renewal for three additional years, for a total of four years.

*One firm will be selected.*

### SELECTION SCHEDULE

<i>Request for Qualifications (RFQ) issued</i>	<i>December 11</i>
<i>Statement of Qualification (SOQ) due</i>	<i>January 5, 2021</i>
<i>interviews of shortlisted firms</i>	<i>February 2, 2021</i>
<i>Board of Trustees selection announced</i>	<i>March 18, 2021</i>
<i>contract term begins</i>	<i>July 1, 2021</i>

### SUBMISSION

**The deadline for responses is 1:00pm local time on Tuesday, January 5, 2021.**

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

**Address ten (10) 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>.

### Format Requirements:

Printed responses should be no larger than 8.5in x 11in, limited to **50 sheets maximum (100 pages)**, fully recyclable (i.e. no plastic covers, plastic tabs, etc.) and bound with glue, staples, or thread (i.e. perfect bound, saddle stitching, etc.). No metal or plastic coils allowed. **Responses that do not meet these requirements will be disqualified.**

Please include a digital copy of the response via email to [ggalbraf@uark.edu](mailto:ggalbraf@uark.edu) or on a flash drive delivered with the printed booklets.

**Content Requirements:**

Include the information below and organize it in an easily accessible manner. You do not need to divide the response into chapters exactly matching the descriptions below. **Responses that do not include the required licensure information will be disqualified.**

1. Proof of licensure or eligibility:

*Professional 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.

2. **Recent experience** (within the past five years) with providing geotechnical services for colleges and universities
3. Current office size, personnel description, and workload
4. Proof of current professional liability insurance coverage (\$1,000,000 minimum required)
5. List of projects currently under contract with state agencies or educational facilities
6. Statement of diversity in the workforce, if applicable
7. Certificate of women-owned or minority-owned business, if applicable

Professional services required:

GEOTECHNICAL ENGINEERING SERVICES INCLUDING SOIL BORINGS, SOIL MECHANICS, CONCRETE TESTING, AND ENGINEERING ANALYSIS. DESIGN EARTHWORKS AND FOUNDATIONS. EVALUATE CONSTRUCTION MATERIALS.