



## UNIVERSITY OF ARKANSAS

### **Request for Qualifications – Architects**

#### **SAM M. WALTON COLLEGE OF BUSINESS SPACE USE AND PHYSICAL DEVELOPMENT STUDY**

The University of Arkansas Fayetteville, in accordance with the policies of the Board of Trustees, is soliciting responses from qualified architects for the *Sam M. Walton College of Business space use and physical development study*.

The selection will be a two-part process.

*Part One: Qualifications.* Respondents will submit qualifications for review by a selection committee. The committee will shortlist up to five firms for interviews.

*Part Two: Proposals.* The top candidates identified by the selection committee will be asked to submit full written proposals including scope of services, project approach, work plan, schedule with key dates and milestones, and fees in response to a Request for Proposal document to be issued by the university. At least two weeks will be allowed for document preparation, and the final selection will be made on the basis of these proposals.

### **PROJECT DESCRIPTION**

The Sam M. Walton College of Business offers nine undergraduate majors, fourteen master's degree programs, seven doctoral programs, and several graduate certificates. The college's home is comprised of four buildings arranged around a central courtyard in the McIlroy Hill district of the University of Arkansas campus. These buildings are Willard J. Walker Hall, the Business Building, the Donald W. Reynolds Center for Enterprise Development, and the J.B. Hunt Transport Services Inc. Center for Academic Excellence. The college has two additional spaces in Fayetteville—the McMillon Innovation Studio and the Brewer Family Entrepreneurship Hub—and a location in Little Rock dedicated to Executive Education. You can learn about the history of the Walton College on its website.<sup>1</sup>

This study is intended to determine how an optimal fit can be created between Walton College's physical resources and its academic mission. The selected project team will consult with a broad range of faculty, staff, students, and external stakeholders to understand the academic goals, culture, and aspirations of the Walton College. The team will catalogue the college's existing spaces<sup>2</sup> and analyze how they are currently used, and will work with college leadership to understand the college's projected growth. The study will recommend how to make more efficient use of existing instructional spaces, how best to accommodate faculty and staff work practices, where and how to make spatial and technological improvements, and

<sup>1</sup> Mission, Vision, and History:

<https://walton.uark.edu/about/mission-vision-history.php#history>

<sup>2</sup> The university's Room Use Survey System (RUSS) and other building data will provide a place to start.

how best to accommodate the college's student growth. The team will also explore how the design quality of the college's buildings can strengthen its unique identity within its group of peer institutions and its role within the broader entrepreneurial culture of Northwest Arkansas.

## PROJECT TEAM

Because the study is envisioned as comprehensively addressing quantitative and qualitative aspects of the Walton College campus, the project team should include consultants relevant to both. It is important that the team have clear experience with tools that allow for analysis of space use, functional adjacencies, scheduling, etc. and that can help evaluate multiple planning scenarios. These scenarios will include not only programmatic issues, but also cost, so the team should have in-house cost expertise or a standalone cost consultant. In addition, fluency with the full range of higher-education pedagogies and their related classroom types is essential. The team should also demonstrate a commitment to design excellence in past built projects, since the study will go beyond basic diagrams to suggest how the plan could be carried out by reimagining key interior spaces, making strategic architectural alterations, etc. And if the study validates the need for additional space, the team will propose a possible conceptual design (or design options) for a new building.

Further description of project tasks and deliverables will be given in the Proposal phase.

*Please note that while the study may propose a wide range of possible capital improvements, any projects that result from study recommendations will be considered as separate from the study and be subject to their own selection process for professional design consultants per University of Arkansas Board of Trustees requirements.*

## ANTICIPATED PROJECT SCHEDULE

<i>Request for Qualifications (RFQ) issued</i>	<i>April 29</i>
<i>Statement of Qualification (SOQ) due</i>	<i>May 24</i>
<i>interviews of shortlisted firms</i>	<i>June 20</i>
<i>Request for Proposals (RFP) issued</i>	<i>June 21</i>
<i>Proposals due</i>	<i>July 12</i>
<i>selection announced</i>	<i>late July 2022</i>
<i>contract negotiations</i>	<i>August 2022</i>
<i>study starts</i>	<i>September 2022</i>

## SUBMISSION

**The deadline for *Part One: Qualifications* is 1:00pm local time on Tuesday, May 24, 2022.**

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

**Address ten (10) copies of responses to:** Todd Furgason, Senior Campus Planner  
University of Arkansas  
Facilities Management Planning and Design  
521 S. Razorback Road, FAMA C-100  
Fayetteville, AR 72701

### 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. No loose pages. **Responses that do not meet these requirements will be disqualified.**

Please send a digital copy of the response via email to [toddf@uark.edu](mailto:toddf@uark.edu) in addition to the printed booklets.

*To avoid potential conflicts of interest, respondents should not communicate with university faculty or 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 [toddf@uark.edu](mailto:toddf@uark.edu).*

### 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:

*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. 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.

*Landscape Architects:* All firms shall be **currently** licensed by the Arkansas State Board of Architects, Landscape Architects, and Interior Designers. 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 of instructional spaces at major research universities, and their programmatic, spatial, and technological requirements
4. **Specific project experience** (within the past five years) with documentation and analysis of academic space use, condition, and management
5. **Specific project experience** (within the past five years) with creating compelling urban environments through building and landscape design
6. Current office size, personnel description, and workload
7. Experience constructing projects under nationally-recognized sustainable rating systems
8. Proof of current professional liability insurance coverage (\$1,000,000 minimum required)
9. List of projects currently under contract with state agencies or educational facilities
10. Statement of diversity in the workforce, if applicable
11. Certificate of women-owned or minority-owned business, if applicable

#### **PROFESSIONAL SERVICES REQUIRED**

SPACE USE INVENTORY, SPACE USE ANALYSIS, SPACE METRICS AND STANDARDS, PROGRAMMING, FEASIBILITY ASSESSMENTS, GRAPHIC PRESENTATION, SITE PLANNING, COST EVALUATION, CONCEPTUAL DESIGN.

## LOCATION

The Walton College campus is made up of four buildings surrounding a courtyard in the McIlroy Hill district.

