

OFFICE OF PROCUREMENT
1515 Pioneer Drive
Harrison, AR 72601
870-391-3290



REQUEST FOR QUALIFICATIONS

CONSTRUCTION MANAGEMENT SERVICES

RFQ 23-005

DUE: NOVEMBER 17, 2022 -- 2:00 P.M. CST

GENERAL INFORMATION

North Arkansas College is soliciting responses from qualified firms to provide professional construction management services for construction of the new Center for Robotics and Manufacturing Innovation.

PROJECT DESCRIPTION

The Center for Robotics and Manufacturing Innovation is a proposed new construction to accommodate technical instruction in the areas of robotics and manufacturing on the College's South Campus in Harrison, AR. The facility will contain approximately 28,300 square feet of interior space on two floors. Construction manager and design consultants will collaborate with College leadership under coordination of the Vice President of Finance and Administration throughout the project. Services Contract Award contingent on Board of Trustees approval and completion of the ALC Contract Review process.

ANTICIPATED PROJECT SCHEDULE

- September 8, 2022 Board of Trustees Authorization to proceed with Design Development
- October 31, 2022 Request for Qualifications (RFQ) issued for CM services
- November 17, 2022 Request for Qualifications (RFQ) due by 2:00 pm
- November 21-22, 2022 TBD Interviews of Shortlisted Firms
- December 8, 2022 Board of Trustees approval of selection recommendation
- December 13, 2022 ALC Review of Professional Contract
- December 2022 Contract Negotiations
- January 4, 2023 CM services begin

- March 1, 2023 Construction starts
- June 2024 Project Complete

SUBMISSION

The deadline for responses is 2:00 pm local time on November 17, 2022.

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

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 in the State of Arkansas
2. Identification and qualifications of key personnel that would be assigned to this project
3. Experience of key personnel in Guaranteed Maximum Price (GMP) and fast-track projects
4. Records of management teams on similar projects with timely completion, and with high quality workmanship
5. Current maximum bonding capacity and rate
6. Current and projected workload
7. Respondents should demonstrate the capability to undertake and effectively manage a project of this size and complexity, including the availability of adequate resources including:
 - a. The ability to plan, cost schedule, and manage a project of similar scope and budget
 - b. Evidence of experience and qualifications for providing services to a public entity
 - c. Recent, direct experience with projects of similar scope and budget
8. Specific prior project experience (within the past seven years) with higher education instructional facilities
9. Owner verification and contact information for previous similar projects

PROFESSIONAL SERVICES REQUIRED

GUARANTEED MAXIMUM PRICE/FAST-TRACK MANAGEMENT, ESTIMATING, SUBCONTRACTOR SELECTION, PROJECT AND CHANGE ORDER PRICING, SCHEDULE CONTROL, COST REDUCTION AND CONTROL, PROJECT COORDINATION, CLOSEOUT, AND WARRANTY.

GENERAL SUBMITTALS

ALL Respondents will be **required** to complete the following forms:

- Contract and Grant Disclosure and Certification Form
- Israel Boycott Restriction Certification Form
- EEO Policy Letter
- Illegal Immigrant Certification Form
- Current copies of licenses

- Current copy of certificate of insurance

Forms are available on our web site. www.northark.edu/about-us/vendor-info/

DELIVERY OF SUBMITTALS

Responses to this Request for Qualifications must be received by 2:00 p.m., Thursday, November 17, 2022 to be considered.

Send five (5) original hard copies and one (1) electronic copy of the response on a flash drive as follows: (or the electronic copy may be received via email by sholt@northark.edu)

Submittals are to be delivered to:

**Northark Finance Office – Procurement
823 N. Main Street
Harrison, AR 72601
Attn: Shari Holt, Purchasing Official**

Late responses, responses en route, or those left at locations other than the Northark Finance Office will not be considered.

Questions regarding this request for qualifications can be directed to Shari Holt, Procurement Official, (870) 391-3290, Email: sholt@northark.edu

MINORITY BUSINESS POLICY: It is the policy of the State of Arkansas and this College that Minority Business Enterprises shall have the maximum opportunity to participate in the State Procurement process. Therefore, the College encourages all minority businesses to compete for, win, and receive contracts for goods, services, and construction.