

Mississippi State University
Request for Qualifications (RFQ)
Professional Design Services

Proposal for ARC Engineering Services – Manufacturing Facility Improvements

RFQ No. 26-27

Mississippi State University on behalf of its Advanced Composites Institute (ACI) requests proposals from qualified firms or individuals to provide professional design services for work related to the implementation of approved FY 2025 Appalachian Regional Commission (ARC) project related to the improvements of a manufacturing facility. You are invited to submit a proposal, in accordance with this request, to the Mississippi State University Procurement Services Office; Attention: RFQ No. “26-27”, 405 Garrard Road East, Starkville, Mississippi 39759. All proposals must be submitted in a thumb drive no later than 2 p.m. on February 3, 2026.

The Design Professional will be responsible for preparing project cost estimates for application preparation and if awarded, the selected Design Professional will provide all professional design services through project closeout in accordance with federal, state and local laws, regulations and policies. The scope of work includes but is not limited to the following: 1) prepare plans and specifications, 2) distribute bid documents, 3) assist in bid opening and prepare bid tabulation, 4) assist in the execution of construction contracts, 5) hold preconstruction conference, and 6) perform construction inspection including periodic reports to ACI and approve all payment requests.

Advanced Composites Institute is an Equal Opportunity Employer. ACI encourages Minority-owned Business Enterprises (MBEs) and Woman-owned Business Enterprises (WBEs) to submit proposals.

All proposals must be submitted in a thumb drive.

Proposals will be evaluated on the following factors: Qualifications (40 points), Experience (40 points) and Capacity for Performance (20 points). To be evaluated properly, the following must be addressed in detail:

Qualifications – List of qualifications of persons to be assigned to project;

Experience – Information regarding the firm’s experience and the projects previously undertaken, including the type and amount of grants awarded, the projects activities, and the status of the projects;

Capacity for Performance – Identify the number and title of staff assigned to provide services.

Advanced Composites Institute representatives will evaluate and rate each proposal. Proposals may be held for a period not to exceed thirty (30) days for the purpose of reviewing the content of the proposals and investigating the qualifications of the firms and assigned individuals. ACI reserves the right to reject and and/or all proposals. All questions should be directed to Trey Hamby, Golden Triangle PDD at (662) 324-0107.

Subject to ARC award and the removal of all environmental conditions, ACI will award a contract with the qualified individual or firm whose proposal has the highest number of cumulative points issued by the selection committee and determined to be the most advantageous to ACI. The contract will include scope and extent of work and other essential requirements. An individual contract will be executed for each awarded project, and the contract will be on a fixed price basis. ACI has the authority to terminate the selection at any time.

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