

MISSISSIPPI STATE UNIVERSITY
REQUEST FOR QUALIFICATIONS (RFQ)
PROFESSIONAL DESIGN SERVICES FOR

Project #205-358
New Residence Hall
RFQ No. 24-50

Mississippi State University desires qualifications from resident architectural / engineering firms with principals licensed in the State of Mississippi interested in and capable of providing services as described below.

Scope of Services

Design Professional Services to construct a new residence hall that consists of approximately 150,000 to 200,000 square feet and 400 to 600 beds on a to be determined site. The new facility may also include office space, parking, multipurpose space, and a storm shelter.

Initially, the selected firm will provide programming documents through Design Development documents ("Initial Planning Phase") for a not to exceed fee of \$500,000. Since the site is yet to be determined, the Initial Planning Phase will also include site analyses of up to five proposed sites. Each site analysis shall take into consideration the proposed residence hall footprint along with impacts to nearby facilities, infrastructure, and parking with a cost estimate for each site.

If MSU elects to move forward with the project after completion of the Initial Planning Phase of design, the selected firm's compensation will be based on Project Classification Type "C" per Mississippi State University's Standard Form of Agreement Between the Owner and the Professional (Construction Manager Adviser Delivery Method). The fee for the Initial Planning Phase will be deducted from the total type "C" fee calculation.

The Submission Process

This invitation is limited to resident firms within the State of Mississippi with at least one principal in the firm licensed in the State of Mississippi. If your firm wishes to be considered for the work, please submit a thumb drive (do not submit hard copies) of a proposal containing the following:

- 1) **Letter of Interest**, specifically including the following:
 - a) Name of principal to be in charge, project professional, project manager, consultants, and others as applicable to your firm's organization (resumes attached in appendix).

- b) Name (resume attached in appendix) of the principal who is licensed in the State of Mississippi.
- c) Names (resumes attached in appendix) of project team, including in-house specialists and external consultants as deemed necessary for a successful project.
- d) A description of your procedures used to assure a successful professional-client relationship.
- e) Documentation of your record of design excellence. Photographs and other evidence may be placed in appendix.
- f) An explanation of your cost-control procedures including an evaluation of your record with change orders and closeness of bids to estimated costs.

Forms M54 and M55:

- g) Documentation of your experience with projects of this specific type. Photographs, references and other evidence may be placed in appendix.
- h) Documentation of your experience with similar university projects and projects involving the Board of Trustees of Institutions of Higher Learning. List a reference for each project who may be contacted.
- i) Documentation of design procedures and solutions.

The Selection Process

A selection committee will review qualifications based on submissions and short-list firms for interviews that will be conducted later.

Submission Notice

Submissions **must be** received, at the address below, no later than **August 13th, 2024 at 2:00 PM CT**. Submissions received after this date and time will not be accepted. Submissions are digital only via a flash drive or USB stick – do not submit hard copies.

Office of Procurement & Contracts
Attn: RFQ No. 24-50
610 McArthur Hall
245 Barr Avenue
Mississippi State, MS 39759

END OF NOTICE