

**MISSISSIPPI STATE UNIVERSITY
REQUEST FOR QUALIFICATIONS
COMMISSIONING SERVICES
IHL# 205-337 Ulysses S. Grant Presidential Library
RFQ NO. 27-07**

Mississippi State University (MSU) invites qualified Commissioning Authorities (CxA) to submit Statements of Qualifications to provide independent commissioning services for the Ulysses S. Grant Presidential Library project located on the Starkville campus of Mississippi State University.

MSU seeks a CxA with demonstrated experience commissioning higher education, museum, archival, library, or similarly complex facilities requiring sophisticated building envelope, mechanical, electrical, controls, life safety, and security systems.

PROJECT DESCRIPTION:

The Ulysses S. Grant Presidential Library project will create a nationally significant destination dedicated to preserving, interpreting, and showcasing the life and legacy of General and President Ulysses S. Grant. The facility will serve scholars, researchers, students, and visitors while providing modern archival preservation, exhibit, educational, and event spaces.

The project is currently in design and is anticipated to include approximately 39,000 gross square feet of new construction and associated site improvements. The facility will include permanent and temporary exhibit galleries, research and reading spaces, educational and lecture facilities, event space, administrative offices, gift shop, café, building support areas, and associated site improvements.

Because the facility will house irreplaceable historical collections, particular emphasis will be placed on the performance and reliability of systems that directly affect preservation, environmental stability, life safety, and operational continuity. Critical building systems are anticipated to include:

HVAC systems	Building Automation System (BAS)
Temperature and humidity control systems	Environmental monitoring systems
Electrical distribution	Emergency power systems
Lighting controls	Fire alarm systems
Fire protection systems	Security and access control systems
Video surveillance systems	Plumbing systems
Building envelope systems, as applicable	

The selected CxA shall provide independent commissioning services throughout the design, construction, acceptance, and warranty phases of the project. The CxA shall work collaboratively with MSU, the Design Professional, Construction Manager/Contractor, and other project stakeholders to verify that commissioned systems are designed, installed, tested, documented, and operating in accordance with the Owner's Project Requirements (OPR), Basis of Design (BOD), contract documents, and applicable industry standards.

MSU desires a CxA with demonstrated experience commissioning museums, archives, libraries, higher education facilities, or other mission-critical facilities where environmental control, system reliability, and long-term operational performance are essential.

PROJECT SCHEDULE:

Schematic Design	Complete
Design Development documents complete by	February 1, 2027
Owner review / approval by	April 1, 2027
Construction Documents complete by	October 1, 2027
Owner review / approval by	October 15, 2027
Bidding / Procurement Complete	January 2028
Begin Building Construction	February 2028
Complete Construction	Summer 2030

SCOPE OF COMMISSIONING SERVICES:

The CxA shall provide services generally consistent with the MSU's Standard Form of Agreement for Commissioning Services and shall include, at a minimum:

Design Phase

- Review Owner's Project Requirements (OPR)
- Review Basis of Design (BOD)
- Perform design reviews during Design Development and Construction Documents (Schematic Design is Complete)
- Develop and maintain the Commissioning Plan
- Develop and maintain the Issues Log
- Review commissioning specifications

Construction Phase

- Attend commissioning meetings
- Review commissioned system submittals
- Conduct site observations
- Verify installation of commissioned systems
- Review TAB procedures and reports
- Develop Functional Performance Tests
- Witness Functional Performance Testing
- Track deficiencies through resolution
- Review Operations & Maintenance Manuals
- Verify Owner training

Acceptance and Warranty Phase

- Prepare Final Commissioning Report
- Perform seasonal testing, as applicable
- Participate in warranty review
- Verify correction of outstanding deficiencies

STATEMENT QUALIFICATIONS

At a minimum, respondents shall include:

- Firm overview and office locations
- Key personnel proposed for the project
- Resumes of key personnel
- Five representative commissioning projects completed within the last ten years, including owner references
- Description of the firm's commissioning methodology
- Current workload and ability to meet the project schedule

EVALUATION AND SELECTION PROCESS

MSU will evaluate Statements of Qualifications based upon the criteria identified in this RFQ.

Following the evaluation, MSU may, at its sole discretion:

- Select the most qualified firm based solely upon the submitted Statements of Qualifications;
- Develop a shortlist of the highest-ranked firms and conduct interviews and/or presentations;
- Request additional information or clarifications from one or more respondents; or
- Utilize any combination of the above as determined to be in the best interest of the MSU.

Interviews are not guaranteed and will be conducted only if the MSU determines they would assist in the evaluation and selection process.

Following the evaluation process, the MSU intends to negotiate a contract with the firm determined to be the most qualified. If negotiations are unsuccessful, MSU reserves the right to terminate negotiations and proceed with the next highest-ranked firm.

QUESTIONS

Submit all questions via email to Jennifer Mayfield, Director of Procurement & Contracts, at JMayfield@procurement.msstate.edu.

SUBMISSION NOTICE

This invitation is limited to firms licensed to do business within the State of Mississippi. If your firm wishes to be considered for the work, please submit a **USB flash drive** of the proposal to the address below, no later than **August 25, 2026 at 2:00 PM**. Submissions received after this date and time will not be accepted.

Office of Procurement & Contracts
Attn: RFQ No. 27-07
405 Garrard Road East
Starkville, MS 39759

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END OF NOTICE