

WASHINGTON COUNTY ARKANSAS

ATTN: Purchasing Director
280 N College Ave, Suite 530
Fayetteville, AR 72701



INVITATION TO BID

DUE: 4:00PM – October 21, 2021

Sealed bids must be clearly marked on the outside of the package with: **“RFQ 2021-01 Washington County Detention Facility Expansion”**

QUALIFICATIONS WILL BE OPENED OCTOBER 22, 2021 AT 9:00 A.M.

LOCATION: WASHINGTON COUNTY COURTHOUSE

280 N. COLLEGE AVE, SUITE 530, FAYETTEVILLE, AR 72701

**REQUEST FOR QUALIFICATIONS 2021-01
WASHINGTON COUNTY DETENTION FACILITY EXPANSION**

In accordance with A.C.A. § 19-11-801-805, et seq., Washington County, Arkansas, is requesting statements of qualifications for the possible design and construction of an expansion of the Washington County Detention Facility located at 1155 W. Clydesdale Drive in Fayetteville, Arkansas. Written statements of qualifications will not be considered if received later than 4:00 p.m. on October 21, 2021.

In accordance with A.C.A. § 19-11-801-805, competitive bidding shall not be used for the procurement of professional services, and respondents submitting cost data in response to this RFQ will be disqualified from the selection process.

1. PURPOSE & INTRODUCTION

Due to the personal spacing and quarantine requirements as a result of the COVID pandemic, the Washington County Detention Center is looking to expand the medical examination and holding area, the intake/release area, and add approximately 230 minimum/medium security detainee beds in order better to accommodate COVID needs. Furthermore, when the pandemic is over, the additional space will continue to be utilized for initial housing and screening of new intakes. The Washington County Detention Center is located at 1155 West Clydesdale Drive, Fayetteville, AR 72701.

1.1 Qualifying Architects/Construction Manager Firms Must:

- A. Have a license to operate in the State of Arkansas;
- B. Have related project experience in commercial building additions;
- C. Insure project plans to protect against possible structure failure;
- D. Provide plans, for construction, which will not interrupt the current Detention Center operation;
- E. Carefully review the entire solicitation, including the attachment; and
- F. Request any necessary clarifications before the deadline and response to this solicitation.

2. INDIVIDUAL/FIRM EXPERIENCE

2.1 Include a short (one to three pages) transmittal letter or summary why the individual/firm believes he/she/it is the most qualified to complete the proposal.

2.2 Include a brief (No more than 20 pages) overview of individual/firm experience that shall include:

- A. Internal resources (i.e. staff, support staff)
- B. Names of the principal officers of the firm;
- C. Key Professionals: Identify the key members of your team that would be involved in the project and describe their area of expertise and what role they will perform.

2.3 Provide the following information about the person who is designated to be the Respondent's key contact with the County:

- 1. Name
- 2. Title

3. Phone number
 4. E-Mail address
 5. Business Address
- 2.4 Provide the following information about the individual/firm:
1. License Number
 2. Total Number of Employees
 3. Number of Employees Available for Assignment of this Project
 4. Number of Years in Business
 5. Average Days Needed to Complete a Similar Project
- 2.5 Please provide nine government or business references from previous projects and include the following:
1. Name(s) of Government/Business Entity References including a primary point of contact, address, email address, and phone number.
- 2.6 Please provide the address of your home office and the addresses of any branch offices.
- 2.7 Please provide the business entity organization (i.e., Sole Proprietorship, LLC, Corporation, etc.)

3. EVALUATION FACTORS

The evaluation criteria will have the following relative weighting given each item.

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| 30 Points | (1) | Specialized experience and technical competence of the firm with respect to the type of professional services required; |
| 30 Points | (2) | Capacity and capability of the firm to perform the work in question including specialized services, within the time limitations fixed for the completion of the project; |
| 35 Points | (3) | Past record of performance of the firm with respect to such factors as control of costs, quality of work and ability to meet schedules and deadlines; and |
| 5 Points | (4) | Firm's proximity to and familiarity with the area in which the project is located. |

INFORMATION: For additional information, email purchasing@washingtonty.gov.

FOR EVALUATION PURPOSES WE REQUEST THAT YOU SUBMIT ONE (1) ORIGINAL AND FOUR (4) COPIES OF YOUR RFQ IN A SEALED ENVELOPE LABELED "RFQ 2021-01 WASHINGTON COUNTY DETENTION EXPANSION"

IT IS SOLELY AND STRICTLY THE RESPONSIBILITY OF THE INDIVIDUAL/FIRM TO ENSURE THAT THE RFQ IS RECEIVED BY THE WASHINGTON COUNTY PURCHASING DEPARTMENT ON OR BEFORE THE SPECIFIED DATE AND TIME.

LATE QUALIFICATIONS WILL NOT BE ACCEPTED.