REQUEST FOR QUALIFICATIONS NO. 11-185

ARKANSAS TECH UNIVERSITY **Purchasing Department** **Young Building East End** **203 West O Street** **Russellville, AR 72801-2222**	**PROPOSALS MUST BE SUBMITTED IN A SEALED ENVELOPE WITH THE RFQ NUMBER, OPENING DATE AND TIME SHOWN ON THE OUTSIDE OF THE ENVELOPE.** ***FAXED RESPONSES WILL NOT BE ACCEPTED.***

RESPONSE DUE BY: January 5, 2012	**TIME: 4:00 p.m.**

ALL ENGINEERS	For additional information, contact Beth Foster, ATU Purchasing Program Manager Tel: 479-968-0269 Fax: 479-968-0633 Email: purchasing@atu.edu

Successful respondent will be required to complete the following forms:

- Contract and Grant Disclosure and Certification Form
- EEO Policy Letter
- Illegal Immigrant Certification Form

Forms are available on our web site.

DESCRIPTION

Arkansas Tech University of Russellville, Arkansas, is soliciting responses from interested firms to provide ENGINEERING CONSULTING SERVICES on an as needed basis with an emphasis on utilities.

Written responses shall include:

1) Current office size, personnel description, workload and all outside engineering and/or architectural consultants to be used.
2) Projects currently under contract with State agencies or Educational Facilities
3) Similar project experience with providing services in a timely manner
4) Submit proof of current professional liability insurance coverage for the prime design firm per ABA MCS 2001, 6-217 and 6-218
5) Submit proof of current professional registration with the appropriate State Board for prime design professional and sub-consultants
6) List all other corporate names or individual names under which the firm or individual is currently doing business within the State of Arkansas

Send five (5) copies to:
Beth Foster, Purchasing Program Manager
Arkansas Tech University
Young Building East End
203 West O Street
Russellville, AR 72801-2222

Bidder is responsible for checking the web site for any addenda.
http://www.atu.edu/purchasing/bids.shtml
In left-hand menu, select “Current Bids, RFP’s and RFQ’s.