

## **Request for Qualifications – Architects Hathaway Howard Fine Arts Center Expansion Project**

The University of Arkansas at Pine Bluff, in accordance with policies of the Board of Trustees, is soliciting responses from qualified architects for the expansion of the Hathaway Howard Fine Arts Center building.

### **PROJECT DESCRIPTION**

The University of Arkansas at Pine Bluff seeks responses from qualified firms to provide architectural services for the design to the expansion/wing addition of the Hathaway Howard Fine Arts Center. This project will construct a new multi-story Art Tower addition that enhances and modernizes the existing fine arts facility, expands instructional capacity, and supports the evolving needs of 21st century art education.

The Art Tower will serve as a multi-use, multi-dimensional extension of the current building, providing new classrooms, studios, and creative learning environments equipped to support ceramics, design, digital arts, and other high-demand instructional areas. The expansion will address longstanding space limitations and enabling faculty and students to engage fully in contemporary art practices.

The new structure will be constructed as a vertical addition to the front of the Hathaway Howard Fine Arts Center, creating a modernized façade and maximizing space efficiency without expanding into the surrounding lawn. The project includes all necessary utility work, building systems integration and site improvements required to support the expanded facility.

The design and construction teams will be expected to work together to deliver the project in a timely and cost-effective manner on behalf of the university.

### **PROJECT COST**

The total project cost is currently estimated at \$5.2 million. Total project includes the construction cost and soft costs like design fees. The Architects and consultants will work with the Facilities Management to advance campus master planning and design principles, as well as sustainability requirements. This project is funded as a whole or in part with federal funds. All contractors and subcontractors must comply with applicable federal procurement standards 2 CFR Part 200, Appendix II

### **ANTICIPATED PROJECT SCHEDULE**

<i>Request for Qualifications (RFQ) issued</i>	<i>April 26, 2026</i>
<i>Statement of Qualification (SOQ) due</i>	<i>May 14, 2026</i>
<i>Interviews of shortlisted firms</i>	<i>May 19, 2026</i>
<i>Board of Trustees selection announced</i>	<i>August 11, 2026</i>
<i>Contract negotiations</i>	<i>TBD (Summer 2026)</i>
<i>Design starts</i>	<i>TBD (Summer 2026)</i>
<i>Construction starts</i>	<i>TBD (Fall 2027, depending on design completion)</i>
<i>Project Complete</i>	<i>TBD (2027)</i>

### **SUBMISSION**

**The deadline for responses is 11:00 am local time on Thursday, May 14, 2026.**

All respondents will be notified of the results by EMAIL, so please provide accurate contact information.

Address five (5) copies of responses to:

Alisha Lewis, Procurement Official  
**University of Arkansas at Pine Bluff**  
**1200 N. University Drive**  
**Administration Building-Office #102**  
**Pine Bluff, Arkansas 71601**

Statements of Qualification will be reviewed by a selection committee using a standardized Design Services Shortlist Evaluation form.

**Format requirements:**

Printed responses should be no larger than 8.5in x 11in, limited to 50 sheets maximum (100 pages), fully recyclable (i.e. no plastic covers, plastic tabs, etc.) and bound with glue, staples, or thread (i.e. perfect bound, saddle stitching, etc.). No metal or plastic coils allowed. Responses that do not meet these requirements will be disqualified.

Please send a digital copy of the response via email to [lewisal@uapb.edu](mailto:lewisal@uapb.edu) in addition to the printed booklets.

To avoid potential conflicts of interest, respondents should not communicate with university faculty or staff about this project. This document provides the relevant information for assembling a Statement of Qualifications. If you have urgent questions, you can send them via email to [lewisal@uapb.edu](mailto:lewisal@uapb.edu).

**Content requirements:**

Include the information below and organize it in an easily accessible manner. You do not need to divide the response into chapters exactly matching the description below. **Responses that do not include the required licensure information will be disqualified.**

1. Proof of licensure or eligibility:

**Architects:** All firms shall be licensed, or eligible for licensure, in the State of Arkansas. Eligible firms not currently licensed in Arkansas must send a letter to the Arkansas State Board of Architects (501-682-3171/501-682-3172 fax) stating their intent to respond to an RFQ issued by the University of Arkansas at Pine Bluff. Please include project name, submittal date, and proof of valid NCARB certification in the letter. Consulting and joint venture firms are also required to be licensed by the Arkansas State Board of Architects. Notification to the State Board must be made PRIOR to responding to this solicitation and a **COPY OF EITHER A VALID ARKANSAS LICENSE OR THE LETTER OF INTENT TO THE STATE BOARD DESCRIBED ABOVE FOR ALL TEAM MEMBER FIRMS MUST BE INCLUDED WITH THE RESPONSE.** The final selected firm(s) will have 30 days to make application for corporate licensure after they are awarded the contract.

2. Organization chart for design team and all consultants
3. **Specific project experience** (within the past five years) with integrating mechanical systems into existing buildings
4. **Specific project experience** (within the past five years) with institutional-quality interior design and architecture, with particular emphasis on integrating mechanical systems into existing spaces
5. Current office size, personnel description and projected workload
6. Experience constructing projects under nationally-recognized sustainable rating systems
7. Experience with fully commissioned projects
8. Proof of current professional liability insurance coverage (\$1,000,000 minimum required)
9. List of projects currently under contract with state agencies or educational facilities
10. Statement of diversity in the workforce, if applicable
11. Certificate of women-owned or minority-owned business, if applicable

**PROFESSIONAL SERVICES REQUIRED**

FEASIBILITY, ASSESSMENTS, GRAPHIC PRESENTATION, INTERIOR DESIGN, COST EVALUATION, SCHEMATIC DESIGN, DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS, CONSTRUCTION ADMINISTRATION, AND PROJECT CLOSEOUT.