

**FROM: Kay Turner, Director  
Materials Management  
P.O. Box 4979  
University of Arkansas at Pine Bluff  
Pine Bluff, Arkansas 71601**

**The Board of Trustees of the University of Arkansas acting for the University of Arkansas at Pine Bluff is soliciting proposals to identify a design professional firm ( *dedicated firm meaning - projects over \$1M*)) to consult and design for the RENOVATION OF CORBIN HALL here on the UAPB campus. The selected design professional will provide design, guidance and other consultation services through all three (3) phases ( Building Renovation, Smart Classrooms ( 1<sup>st</sup> and 2<sup>nd</sup> floor classrooms) and other Furnishings and Equipments throughout)**

**This project will include ADA elevator, ADA restroom remodel, electrical and data upgrades computer projections in classrooms student study lounge re-model, multi-purpose room remodel, and misc. remodeling throughout the building . HVAC upgrades and replacements .**

**The University reserves the right to reject all proposals and re-advertise if it is in its' best interest. There shall be no cost for proposal preparation.**

**Written responses will be considered if received by 2:00 P.M. on **November 17, 2010**. All respondents will be notified of the results by mail.**

**Written responses shall address:**

1. Proof of current professional liability insurance ( \$500,000.00 minimum)
2. Key Personnel of the Design Team /Office size
3. Proof of Arkansas licenses from the appropriate Arkansas Boards
4. Specification Preparation and Bid Management experience
5. State experience ( last 24 months)
6. Federal experience ( last 24 months)
7. Reference information w/ dates on Arkansas projects
8. Cost Control history
9. Construction Observation and Project Close Out Management
10. Easy access to outside consultants ( engineers, etc.)

**Send 7 copies of your proposal to:**

**Kay Turner  
Business Affairs Administrator/Procurement Director  
University of Arkansas at Pine Bluff  
P.O. Box 4979/ 1200 N. University Drive  
Administration Building- Room 231- Procurement  
Pine Bluff, Arkansas 71601  
870-575-8735**