

REQUEST FOR ARCHITECTURAL / ENGINEERING SERVICES

September 15, 2025

Science and Engineering Complex Renovation for Chemical and Biological Engineering

UA Project No. 254-25-4091

Issued by

Construction Administration
The University of Alabama

Note:

This submittal will be deemed a public record and open to public inspection; therefore, this submittal should not include anything that needs to be maintained in confidence. If there is material which the proposer deems confidential, the proposer should indicate which material is deemed confidential, and that the material will be released to UA only upon a promise of confidentiality. This will allow UA to protect it against an open records request.

Science and Engineering Complex Renovation for Chemical and Biological Engineering

UA Project No. 254-25-4091

Please address all submittal questions and clarifications, or any other related correspondence in writing to:

Carrie Beth Kerr
Sr. Architectural Design Coordinator
Construction Administration
The University of Alabama
Email: cekerr@ua.edu

RFQ PROJECT SCHEDULE

September 14, 2025	RFQ Ad in Newspaper
September 15, 2025	RFQ Posted to UA Construction Website
September 24, 2025	Response deadline for A/E Firms
September 25-29, 2025	UA Selection Committee Evaluation I
September 30, 2025	Notification to the top ranked A/E firms
October 7, 2025	UA oral interviews (top ranked A/E firms)
December 18, 2025	A/E rankings and Recommendation to BOT
February 2026	A/E approval by UA Board of Trustees

PROJECT DESCRIPTION

The Project is a partial renovation of the third-floor interior of the Science and Engineering Complex building comprising an area of 7,285 square feet, including existing lab spaces and offices. The building is located at 300 Hackberry Lane on the University of Alabama campus in Tuscaloosa, AL. This renovation will include selective demolition and rework of the existing lab spaces to create a combination of new state-of-the-art wet and dry labs, enhancing research capabilities and supporting institutional STEM initiatives, as well as providing finish upgrades to existing office spaces for supporting faculty and staff. The Work will encompass all necessary mechanical, electrical, plumbing and life safety as needed to support the Project. The construction budget is \$4,800,000.

PROJECT GOALS

All construction bid packages will be competitively bid in compliance with the State of Alabama Public Works Law (Code of Alabama, Title 39).

APPLICATION REQUIREMENTS:

The University is seeking Architectural & Engineering firms/teams with comprehensive renovation and office design expertise. The Architect/Engineer (A/E) firm will be responsible for providing architectural and engineering designs to satisfy the UA design standards and guidelines, the Alabama Division of Construction Management standards, and the State Building Code, as well as any other applicable code for this type of project. **Please upload/submit one (1) electronic copy using the link below by 4:00 pm local time on Wednesday, September 24, 2025.**

[Link to upload submissions:](#)

<https://alabama.app.box.com/f/3cdde90292f14e6ca943f1fe8d018710>

File naming convention: *(firm's name)* SEC Reno for Chem & Bio Eng-UARFQ.pdf

SUBMISSION REQUIREMENTS:

Respondents shall carefully read the information contained in the following criteria and respond in their application.

ONE: RESPONDENT'S STATEMENT OF QUALIFICATIONS (Score 1-5)

- A. Describe your firm's experience working with other universities and state agencies.
- B. Describe your firm's experience working with The University of Alabama.
 - a. The UA desires to have input in the procurement of consultants once the top ranked firm is selected.

TWO: RESPONDENT'S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS (Score 1-5)

- A. Identify and describe the proposed team's past experience providing A/E services that are **identical or similar** to this project within the last ten (10) years. List the projects in order of priority, with the most relevant project listed first.
- B. Provide references (for each project listed above, identify the following):
 - The Owner's name and their representative who served as the day-to-day liaison during the design and construction phases of the project, including current contact information.

The Owner may contact these references during this qualification process.

- C. Has your firm/organization within the past seven (7) years ever been terminated from a design project? If yes, please give pertinent details.

THREE: LITIGATION AND CLAIMS (Score 1-5)

- A. Does your firm/organization or any of its officers currently have any judgments, claims, arbitration, or mediation proceedings pending or outstanding? If yes, please give pertinent details and outcome(s).
- B. Has your firm/organization within the past seven (7) years filed any lawsuits or requested arbitration or mediation proceedings in regard to any of your construction projects? If yes, please give pertinent details and outcome(s).

FOUR: RESPONDENT'S ABILITY TO MEET INSURANCE REQUIREMENTS

(Score 1-5)

- A. Does your firm/organization have the ability to meet all the UA insurance requirements? (See attached)
- B. What is your process for managing any claims of the contractors during the project?

FIVE: PROJECT SPECIFIC CRITERIA (Score 1-5)

- A. Describe and provide examples of how your firm stay informed with the latest STEM technologies and innovations for research lab renovations.
- B. Describe and provide examples of your firm's experience with the coordination of major building systems for specialty lab renovations. (i.e., mechanical and electrical).
- C. What is your design approach or methodology and standard of care with renovation projects?

SELECTION PROCESS:

Upon receipt, submittals will be evaluated by the Selection Committee. The Selection Committee will rank the A/E firms accordingly to participate in oral interviews (usually top three). A project program (if applicable or complete) will be sent to all top ranked A/E's to assist with their oral interviews. Following oral interview evaluations, the top ranked A/E firms will be recommended to the Board of Trustees for approval. A contract will be negotiated with the top-ranked A/E firm as approved by the Board of Trustees. If a contract can be negotiated, then that firm will be selected. If a contract cannot be negotiated, then negotiations with the next highest ranked A/E firm will commence until an agreement satisfactory to UA is reached. Preference shall be granted to an Alabama-based firm when qualities are comparable. This project is subject to approval by the Board of Trustees of the University of Alabama.

Note:

Upon entering into an Agreement, the selected firm will be required to submit a Vendor Disclosure Statement. Samples of these documents are attached for your review.

ATTACHMENTS

- A. Insurance Requirements
- B. Vendor Disclosure Statement