



## **Request for Qualifications - Design Criteria Consultant**

**RFQ No.: LU24001**

**Title: Small Ruminant and Meat Processing Facility**

**Issue Date: August 16, 2023**

Lincoln University of Missouri will be accepting Statements of Qualifications from qualified engineering and design firms for providing Design Criteria Consultant services for a new, \$8 million Small Ruminant and Meat Processing Facility.

The selected Design Criteria Consultant will assist Lincoln University's project team in the preparation of a Design Criteria Package for a design-build contract. The Design Criteria Package shall be a performance-oriented program, scope, and specifications for the design-build project sufficient to permit a design-builder to prepare a response to the University's request for proposals for a design-build project, which may include capacity, durability, standards, ingress and egress requirements, performance requirements, description of the site, surveys, soil and environmental information concerning the site, interior space requirements, material quality standards, design and construction schedules, site development requirements, provisions for utilities, storm water retention and disposal, parking requirements, applicable governmental code requirements, preliminary designs for the project or portions thereof, and other criteria for the intended use of the project. Additionally, duties of the Design Criteria Consultant will include performing periodic site visits to observe adherence to the design criteria, preparing progress reports, reviewing and approving progress and final pay applications of the design-builder, reviewing shop drawings and submissions, providing input in disputes, helping interpret the construction documents, performing inspections upon substantial and final completion, assisting in warranty inspections, and providing any other professional service assisting with the project administration. Lincoln University intends to contract with the Consultant best showing experience and expertise in providing the above-listed support on similar facilities.

To be considered for this role, provide your firm's qualifications that demonstrate your experience in the above-listed responsibilities for review by the University's Selection Committee. Your Statement of Qualifications should include the following:

1. A summary of your team's history and structure.
2. Relevant experience including a description of at least two projects you have completed of similar scope.
3. Qualifications of key team members that would be directly involved with this project.



4. Specific experience with similar facilities.
5. Any supporting information that would further convey your team's qualifications for this project.

Lincoln University is a diverse community that recognizes the importance of supplier diversity and welcomes the development and utilization of certified Minority, Women, Veteran and Service-Disabled Veteran-owned Business Enterprise (MBE/WBE/VBE/SDVBE). MBE/WBE/VBE/SDVBE participation is encouraged at both the prime vendor and subcontractor levels.

Minimum supplier diversity participation goals for this project shall be 10% MBE and 5% WBE, with desired participation goals of 20% MBE and 10% WBE. Please keep this in mind as you structure partnerships with key team members as this will be a priority in the qualifications review process.

Please limit submission materials to a maximum of 25 - 8 1/2" x 11" pages (front and back). Six (6) bound copies and one (1) electronic (thumb drive) copy of your submittal must be delivered by **2:00 PM on August 30, 2023** at:

Office of Facilities and Planning  
820 Chestnut Street  
Young Hall 309  
Jefferson City, MO 65101

No more than three (3) firms will be selected for interviews by the Selection Committee. Selected firms will be notified by September 8, 2023. Interviews will be scheduled for September 13, 2023 on the Lincoln University campus. The selected firm will be asked to submit a fee proposal by September 22, 2023. The successful firm will be recommended to the Board of Curators at their November meeting.

Any questions or comments, please contact us at [lufacilitiesplanning@lincolnu.edu](mailto:lufacilitiesplanning@lincolnu.edu).