



RFQ 26-14

REQUEST FOR QUALIFICATIONS – CONSTRUCTION MANAGEMENT
SERVICES FOR the ASU CREST Center

Arkansas State University – in accordance with the policies of the Board of Trustees, is soliciting responses from qualified Construction Management firms for the construction of the new Careers Research Education and Skills Training (CREST) Center.

Project Description

CREST is designed to equip future and current employees with the tools to advance in today's ever-changing industrial markets, benefitting the employees and the industries in northeast Arkansas participating in the program. CREST will unite workforce training in the region and specialize in AI-enhanced advanced manufacturing, food processing, and steel production. CREST will offer "stackable" credentials in a flexible format Serving the Current and Future Workforce.

The estimated cost of construction is 9 million, with an anticipated construction starting March 2026, and completed by December 2026.

Submission

The deadline for responses is 4:00 PM CST on Tuesday, October 14, 2025. Respondents will provide eight (8) published copies and an electronic copy (PDF format, less than 20mb required file size) to: Mark Overturf, Director of Planning, Design and Construction Arkansas State University

2713 Pawnee Street

Jonesboro, AR 72401

Email: moveturf@astate.edu Phone: (870) 680-4701

Professional Services Required

The project committee will be comprised ASU-Jonesboro, ASU-Newport, Craighead County and Arkansas Northeastern College constituents. Construction Manager will work with representatives of this team, Facilities Management Planning Design and Construction, and with the selected Design Professionals for principal responsibility of:

- Participate in program design meetings, providing input as needed
- Preconstruction services of construction and project cost estimating / pricing at Schematic Design, Design Development, and 90% Construction Documents.
All cost estimates / costing is expected 1-week post-delivery of architectural team documents. The project schedule will therefore require very close communications / coordination with the owners and design team to ensure timely and accurate estimates / costs.
- Provide input on project scope phasing to ensure schedule objectives are achieved.
- Provide Value Alternatives / Value Engineering in timely fashion to ensure project budget objectives are achieved / maintained. CM is responsible for alternative products / materials and construction methods.



- Input for early construction packages to expedite project delivery (for example, demolition, early framing).
- Procurement and delivery of construction scope as defined by project drawings, specifications, and other related scope documents.

NOTE: To ensure contract budget control, the Construction Management firm will be expected to provide a Guaranteed Maximum Price (GMP) upon the finalized and owner agreed upon Design Development scope. This GMP contract will be in force throughout the project. Amendments to the GMP contract will be processed per owner approved change orders.

•Construction Phase:

Manage the project management of all phases of construction and best construction practices. Safety and security of the site a priority imperative.

Project superintendent or assistant superintendent will be required on site all times construction activities are occurring.

Provide frequent schedule and project reports. Weekly reports are the minimum, but some critical periods may require more frequent submissions.

Follow the requirements of defined processes for project execution, shop drawings, submittals, Request for Information, Change Order Request, Change Order execution, payment applications, and other best practices for capital projects.

Statement of Qualifications Format and Content

The selection committee will review Statements of Qualification. To aide committee review of competing resumes, SoQ document should be structured in the following order and content:

1.Firm Base Information

- a. Name** and address of firm
- b. Primary contact telephone numbers and email addresses
- c. Web page address, and any social media addresses

2. Brief History of Firm

- a. Size of firm (staff numbers)
- b. Number of years in business
- c. Organization chart of firm

3.CM Team Background

- a. Primary Team Members
 - i. Principle In Charge
 - ii. Director of Construction Services
 - iii. Director of Preconstruction Services
 - iv. Project Estimator
 - v. Project Manager
 - vi. Superintendent
 - vii. Assistant Superintendent
 - viii. Other

b. Resumes of Team Members

4. Examples of Pre-construction Services for analogous / similar expedited schedule projects



5. Representative Projects / Project Experience– List a minimum of five (5) projects completed by your firm that best represents a similar scope, budget, program and complexity. Projects should be new construction. For each project, include:

a. Name and Location

b. Owner Representative name and contact information

c. Project Description (include any unique aspects)

d. Photographs

e. Total Square Footage

f. Project Schedule

i. List initial program or Conceptual Design Date

ii. List the Substantial Completion Date

g. Cost Effective Design

i. Initial Budget

ii. Bid Amount

iii. Final Construction Cost

iv. List any changes in scope if applicable

h. Cost per Square Foot

i. Construction only – excluding site cost

ii. Total cost, including FFE and all soft cost

6. Proof of Arkansas Contractors License

7. Proof of current professional liability insurance coverage (\$1,000,000 minimum required, more may be required upon project execution)

8. Bonding Capacity

9. Disclosure Forms

Selection Criteria and Process

The selection committee will review Statement of Qualifications documents and grade upon the following point criteria. The highest scored firms will be notified for interview by 5:00 pm Thursday, October 23, 2025. Unsuccessful firms will be notified same day via email and/or phone call.

Interviews for firms will be scheduled on the earliest possible date (times TBD). Interview format will be communicated prior to interview date.

RFQ RANKING CRITERIA WEIGHT

1. Prior and quantity similar project scope experience 20 pts

2. Demonstration of similar projects of aggressive schedule 20 pts

3. Staff resources, experience, and team qualifications 20 pts

4. Demonstration of project cost containment, including preconstruction services cost estimates compared to project GMP 20 pts

5. Demonstration of leading a project on a confined college campus 20 pts

6. Demonstration of quality construction on similar projects 15 pts

7. Other factors – Use of construction management technology, other 10 pts

TOTAL 125 pts



Project Special Requirements and Schedule

ASU-Jonesboro will utilize construction procurement delivery method of construction manager (CM) with agreed guaranteed maximum price. The use of a CM will afford constructability input, pricing, and scheduling of advance work scope at all design stages. The design team and CM should be advised the following project schedule is reflective of imperative milestone dates, the most important being the December 31, 2026 substantial completion.

- September 28, 2025 – Advertise Request for Qualifications for Construction Management Services
- October 14, 2025 – RFQ submittal due at 4:00 PM
- TBD– Interviews and CM selection
- TBD– Construction Documents provided to selected CM for review
- TBD– Contract execution and notice to proceed issued
- TBD– Mobilization of Contractor
- TBD– All long lead item submittals approved
- December 31, 2026 – Substantial Completion

Campus Tour Availability – Pre and Post RFQ Submission

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR:

SUBCONTRACTOR NAME:

☐ Yes ☐ No

IS THIS FOR:

TAXPAYER ID NAME:

☐ Goods?

☐ Services? ☐ Both?

YOUR LAST NAME:

FIRST NAME:

M.I.:

ADDRESS:

CITY:

STATE:

ZIP CODE:

COUNTRY:

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

F O R I N D I V I D U A L S *

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse *is* a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (√)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Relation
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

☐ None of the above applies

F O R A N E N T I T Y (B U S I N E S S) *

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (√)		Name of Position of Job Held [senator, representative, name of board/commission, data entry, etc.]	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?		
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Ownership Interest (%)	Position of Control
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								

☐ None of the above applies

Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM**. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.

2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.

3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM** completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature _____ Title _____ Date _____

Vendor Contact Person _____ Title _____ Phone No. _____

Agency use only

Agency Number _____ Agency Name _____ Agency Contact Person _____ Contact Phone No. _____ Contract or Grant No. _____

Vendor Name: _____

COMBINED CERTIFICATIONS FOR CONTRACTING WITH THE STATE OF ARKANSAS

Pursuant to Arkansas law, a vendor must certify as specified below and as designated by the applicable laws.

- 1. Minority Business Policy:** It is the policy of the State of Arkansas and this University that Minority Business enterprises shall have the maximum opportunity to participate in the State Procurement process. Therefore, the University encourages all minority businesses to compete for, win, and receive contracts for goods, services, and construction. Also, the State encourages all companies to subcontract portions of any state contract to Minority Business Enterprises. If contractors are unable to include minority owned businesses as subcontractors, they may explain the circumstances preventing minority exclusion. MINORITY PURCHASING REPORTING: The Minority Business Economic Development Act defines a "Minority" as a lawful permanent resident of this state who is: (A) African American; (B) Hispanic American; (C) American Indian; (D) Asian American; or (E) Pacific Islander American; (F) A service-disabled veteran as designated by the United States Department of Veterans For Veterans Affairs; (G) "Women-owned business enterprise" means a business that is at least fifty-one percent (51%) permanent residents of this state. For purchasing records and informational purposes only, pursuant to 15-4-312 (State Agency Reports) please designate below if you, as an individual, or as a company 51% (minority owned) qualify as being a minority business.
- 2. Israel Boycott Restriction:** For contracts valued at \$1,000 or greater. A public entity shall not contract with a person or company (the "Contractor") unless the Contractor certifies in writing that the Contractor is not currently engaged in a boycott of Israel. If at any time after signing this certification the Contractor decides to boycott Israel, the Contractor must notify the contracting public entity in writing. See Arkansas Code Annotated § 25-1-503.
- 3. Illegal Immigrant Restriction:** For contracts valued at \$25,000 or greater.
No state agency may contract for services with a Contractor who employs or contracts with an illegal immigrant. The Contractor shall certify that it does not employ, or contract with, illegal immigrants. See Arkansas Code Annotated § 19-11-105. Click this link to certify: <https://www.ark.org/tss/immigrant/index.php/user/search>
- 4. Energy, Fossil Fuel, Firearms, and Ammunition Industries Boycott Restriction:** For contracts valued at \$75,000 or greater. A public entity shall not contract unless the contract includes a written certification that the Contractor is not currently engaged in and agrees not to engage in, a boycott of an Energy, Fossil Fuel, Firearms, or Ammunition Industry for the duration of the contract. See Arkansas Code Annotated § 25-1-1102.
- 5. Scrutinized Company Restriction:** Required with bid or proposal submission.
A state agency shall not contract with a Scrutinized Company or a company that employs a Scrutinized Company as a subcontractor. A Scrutinized Company is a company owned in whole or with a majority ownership by the government of the People's Republic of China. A state agency shall require a company that submits a bid or proposal for a contract to certify that it is not a Scrutinized Company and does not employ a Scrutinized Company as a subcontractor. See Arkansas Code Annotated § 25-1-1203.

By signing this form, the Contractor agrees and certifies they are not a Scrutinized Company and they do not currently and shall not for the aggregate term a resultant contract:

Check boxes below:

Minority Business ☐ Yes ☐ No If yes, describe minority status _____

Check all boxes certifying your company does not participate in these restrictions:

- ☐ Boycott Israel.
- ☐ Knowingly employ or contract with illegal immigrants.
- ☐ Boycott Energy, Fossil Fuel, Firearms, or Ammunition Industries.
- ☐ Knowingly employ a Scrutinized Company as a contractor.

Vendor Signature

Date

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions)	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	
	5 Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
<div></div>	<div></div>
or	
Employer identification number	
<div></div>	<div></div>

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date
------------------	---------------------------------	-------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Vendor Information Request Form

The information requested is necessary not only to maintain an accurate vendor file, but also to comply with the Internal Revenue Service Regulations. Federal law stipulates that each payee furnish an accurate Federal Tax Identification Number to the payer.

Please complete the appropriate fields below:

Business/Individual Name: _____

Contact Name: **First:** _____ **Middle:** _____ **Last:** _____

Phone Number: _____

Email Address: _____

Select the appropriate category for tax purposes:

- ☐ US Citizen
- ☐ Legal Permanent
- ☐ Resident (Green Card)
- ☐ Nonresident Alien
- ☐ US Entity
- ☐ Foreign Entity

Order Address:

Address: _____ **County:** _____

City: _____ **State:** _____ **Zip Code:** _____

Nation: _____

Payment Address:

Address: _____ **County:** _____

City: _____ **State:** _____ **Zip Code:** _____

Nation: _____

Important: In order to expedite any current or future order, please email the required forms to procurement@astate.edu.

W-9 (US Citizen, LPR)

W-8BEN (Foreign Individuals)

W-8BENE (Foreign Entities)

Procurement Services
PO Box 1860
State University, AR 72467
(870) 972-2028
procurement@astate.edu

VENDOR NAME

COMBINED CERTIFICATIONS FOR CONTRACTING WITH THE STATE OF ARKANSAS

Pursuant to Arkansas law, a vendor must certify as specified below and as designated by the applicable laws.

1. **Israel Boycott Restriction:** For contracts valued at \$1,000 or greater.
A public entity shall not contract with a person or company (the "Contractor") unless the Contractor certifies in writing that the Contractor is not currently engaged in a boycott of Israel. If at any time after signing this certification the Contractor decides to boycott Israel, the Contractor must notify the contracting public entity in writing. See Arkansas Code Annotated § 25-1-503.
2. **Illegal Immigrant Restriction:** For contracts valued at \$25,000 or greater.
No state agency may contract for services with a Contractor who knowingly employs or contracts with an illegal immigrant. The Contractor shall certify that it does not knowingly employ, or contract with, illegal immigrants. See Arkansas Code Annotated § 19-60-105.
3. **Energy, Fossil Fuel, Firearms, and Ammunition Industries Boycott Restriction:** For contracts valued at \$75,000 or greater.
A public entity shall not contract unless the contract includes a written certification that the Contractor is not currently engaged in and agrees not to engage in, a boycott of an Energy, Fossil Fuel, Firearms, or Ammunition Industry for the duration of the contract. See Arkansas Code Annotated § 25-1-1102.
4. **Scrutinized Company Restriction:** Required with bid or proposal submission.
A state agency shall not contract with a Scrutinized Company or a company that employs a Scrutinized Company as a subcontractor. A Scrutinized Company is a company owned in whole or with a majority ownership by the government of the People's Republic of China. A state agency shall require a company that submits a bid or proposal for a contract to certify that it is not a Scrutinized Company and does not employ a Scrutinized Company as a subcontractor. See Arkansas Code Annotated § 25-1-1203.

By signing this form, the Contractor agrees and certifies they are in compliance with the certification requirements listed above that are relevant to the contractor's performance under the resulting contract and will remain so for the aggregate term of any resultant contract. Additionally, the Contractor agrees and certifies they shall comply with all Arkansas laws applicable to the contractor's performance under the resulting contract.

Contract Number: _____ Description: _____

Department Name: _____

Vendor Number: _____ Vendor Name: _____

Vendor Signature

Date