

MISSISSIPPI STATE UNIVERSITY  
RESEARCH AND TECHNOLOGY CORPORATION  
REQUEST FOR QUALIFICATIONS (RFQ)  
PROFESSIONAL DESIGN SERVICES

**Mississippi Cyber and Technology Center**

Mississippi State University Research and Technology Corporation requests qualifications from resident architectural firms with principals licensed in the State of Mississippi interested in and capable of providing services as described below.

Provide programming, planning, design, contract documents and construction administration for a new approximately 100,000 square foot facility to be located at Keesler Air Force Base, Biloxi, Mississippi. The Mississippi Cyber and Technology Center will be designed to incorporate conference space, offices for private, state, and federal tenants including secure space. The facility will be sited at Keesler Air Force Base, Biloxi, Mississippi. This project is contingent upon the official execution of an award from the Air Force.

**The Submission Process**

This invitation is limited to resident firms within the State of Mississippi with at least one principal in the firm licensed in the State of Mississippi. If your firm wishes to be considered for the work, please submit one hard copy and a thumb drive of a proposal containing the following:

- 1) **Letter of Interest**, specifically including the following:
  - a) Name of principal to be in charge, project professional, project manager, consultants, and others as applicable to your firm's organization (resumes attached in appendix).
  - b) Name (resume attached in appendix) of the principal who is licensed in the State of Mississippi.
  - c) Names (resumes attached in appendix) of project team, including in-house specialists and external consultants as deemed necessary for a successful project.
  - d) A description of your procedures used to assure a successful professional-client relationship.
  - e) Documentation of your record of design excellence. Photographs and other evidence may be placed in appendix.
  - f) An explanation of your cost-control procedures including an evaluation of your record with change orders and closeness of bids to estimated costs.

### **Forms M54 and M55:**

- a) Documentation of your experience with projects of this specific type. Photographs, references and other evidence may be placed in appendix.
- b) Documentation of your experience with similar university projects and projects involving the Board of Trustees of Institutions of Higher Learning. List a reference for each project who may be contacted.
- c) Documentation of design procedures and solutions.

### **The Selection Process**

A selection committee, who will make a selection based on the qualifications of each firm that submits a proposal, will review all proposals received. The selection process timetable will proceed as follows:

Receive submissions no later than **July 12, 2023 at 2:00 p.m.**

Review of submissions completed as soon as possible, and announcement made of firms to be interviewed. Interviews will be conducted at a location and date to be determined.

This project is contingent upon the official execution of an award from the Air Force.

### **Submission Notice**

Submissions **must be** received, at the address below, no later than **July 12, 2023 at 2:00 p.m.** Submissions received after this date and time will not be accepted.

Mississippi State University Research & Technology Corporation  
100 Research Blvd., Suite 105  
Starkville, MS 39759  
662-325-9575

Mississippi State University Research & Technology Corporation does not discriminate on the basis of race, color, ethnicity, sex, religion, national origin, disability, age, sexual orientation, genetic information, pregnancy, gender identity, status as a U.S. veteran, and/or any other status protected by applicable law.

END OF NOTICE