The University of Mississippi

University, Mississippi

RFQ # 628

WO#414786

Request for Letters of Qualifications

**Design of Replacement Switchgear Control System**

The University of Mississippi requests that sealed qualification documents be submitted for the **Design of Replacement Switchgear Control System** to the Office of the Director of Procurement, Procurement Services Building, 164 Jeanette Phillips Drive, P. O. Box 1848, University, MS 38677 by **11:00 a.m. (CST)** on **November 8, 2018,** to receive consideration. Sealed documents must be marked on the outside of the envelope as follows:

RFQ # 628

**Design of Replacement Switchgear Control System**

11:00 a.m. (CST)

Letters of qualifications will be received by the University from design firms interested in providing design services for the project outlined below.

The project to be designed is for a firm with prior experience in substation/generation plant engineering as well as work with large-scale educational institutions. The project will plan and coordinate a fully comprehensive replacement of control relays and associated electrical components for proper control of generators as they tie-in to the electrical grid in the Johnny Williams Generation Plant. There will be no work specifically associated with the ten (10) existing generators.

The selected design firm will work with representatives of the University including the Department of Facilities Planning, the Department of Facilities Management and others as may be determined. The selected firm must be a Licensed Professional in the State of Mississippi, have an established record of expertise in utility systems and connection of power generation systems, a familiarity with the size and scope of the project, and demonstrated ability to respond to an aggressive schedule. Interested firms may suggest other sub-consultants with a record of similar experience; however, the intended contract will be a single contract for complete design, construction documents, and construction administration between the University and the selected design firm. The design fee for the project shall be a “C+” percentage fee as determined by the Mississippi Department of Finance & Administration Bureau of Building, Grounds, and Real Property Management.

Submittal should include, in addition to the letter of interest, two copies of the following:

1. A brochure illustrating appropriate, similar experience of the firm and sub-consultants, if proposed;
2. Completed SF 330 or an equivalent Government form;
3. Appropriate support material.

Either the SF 330 currently in use by the Federal Government, or Form M54 and M55 as required by the State of Mississippi may be used for this submittal. Final applications, including the letters of interest, the two standard forms, and the brochures, must be received no later than the previously stated time and place. Firms selected for final interviews will be notified no later than 5:00 pm on **November 19, 2018**. The University will then recommend appointment of the best qualified firm to the Board of Trustees of the State Institutions of Higher Learning.

A meeting will be held for Professionals that would like to discuss the project prior to the submission date on **November 1, 2018** at 2:00 p.m. (CST) at the Facilities Management Small Conference Room, 700 Hathorn Road, University, MS. University parking permits are required for all attendees. Information about the permits and a link to purchase them are available at <http://www.olemiss.edu/parking/visitors.html>.

Please direct questions to:

Department of Facilities Management

700 Hathorn Road

The University of Mississippi

University, MS 38677

Attn: Russ Buchholz

(662) 915-1843

All documents should be submitted to:

Rachel Bost

Director of Procurement Services

164 Jeanette Phillips Drive

University, MS 38677

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October 19, 2018