



## ARKANSAS DEPARTMENT OF TRANSPORTATION REQUEST FOR LETTERS OF INTEREST ON-CALL SURVEYING SERVICES 2027

Notice is hereby given that the Arkansas Department of Transportation (ARDOT) is seeking Letters of Interest from qualified entities to provide Surveying Services on an as-needed basis for a term of three (3) years with the option to extend.

### 1. GENERAL SCOPE OF SERVICES

The selected firm(s) will provide surveying services that may include, but are not limited to:

- Control Surveys
- Design Surveys
- Land Surveys
- The 'General and Detailed Scope of Work for Control, Design, and Land Surveys' can be found at the ARDOT [Consultant Contracts Division webpage](#) or by contacting [ConsultantContracts@ardot.gov](mailto:ConsultantContracts@ardot.gov).

### 2. SUBMISSION INSTRUCTIONS

Submissions must be received in PDF format no later than **4:00 p.m. on March 31, 2026**. Late submissions will not be considered. Responses must be emailed to [ConsultantContracts@ardot.gov](mailto:ConsultantContracts@ardot.gov) subject line "**SURVEYS 2027.**" To be given further consideration, responses to this solicitation must include:

- A one-page cover letter with primary contact information addressed to:
  - **Jessie Jones, Chief Engineer – Preconstruction.**
- A description of relevant experience with similar projects or services.
- Demonstration of a clear understanding of the service requirements.
- Approach and methodology for delivering the proposed services.
- References, recommendations, or testimonials, if available, including contact information.
- Completed forms, including:
  - [Architect-Engineer Qualifications Standard Form \(SF\) 330 Parts I and II.](#)
  - [Contract and Grant Disclosure Certification Form EO-98-04.](#)
  - [Certification of adherence to applicable State Laws.](#)

Submissions should be concise and focused on the firm's approach, key personnel, and relevant survey experience. Only personnel with direct roles should be listed in SF330. Submissions of fewer than 30 total pages are strongly encouraged. The font size shall be no smaller than size 11, and all pages must be formatted as 8 ½" x 11".



### 3. EVALUATION CRITERIA

| EVALUATION CRITERIA   | POINTS POSSIBLE |
|---|-----------------|
| Professional staff including the education, experience, number of personnel available, licensure and registration (if required), and any partnership with subconsultant | 10              |
| General and professional reputation, including responsiveness to civil rights and equal employment opportunity requirements and opportunities                           | 10              |
| Past work performance with the Department   | 10              |
| Experience with projects of a similar nature to those advertised  | 10              |
| <b>Total Points for Letter of Interest</b>  | <b>40</b>       |

### 4. SCHEDULE

|   |                         |
|---|-------------------------|
| Request for Letters of Interest Advertisement | Sunday, March 1, 2026   |
| Deadline to Request Clarifications            | Friday, March 20, 2026  |
| Responses to Requests for Clarifications      | Tuesday, March 24, 2026 |
| Letters of Interest Due                       | Tuesday, March 31, 2026 |
| Short-List Letters of Interest                | Friday, April 10, 2026  |

### 5. ADDITIONAL INFORMATION

Details regarding solicitations and requirements, including standard forms and clarifications, can be found at the ARDOT [Consultant Contracts Division webpage](#) or by contacting [ConsultantContracts@ardot.gov](mailto:ConsultantContracts@ardot.gov).

### NOTICE OF NONDISCRIMINATION

The Arkansas Department of Transportation (ARDOT) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, ARDOT does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the FMCSA Title VI Program), or disability in the admission, access to and treatment in ARDOT’s programs and activities, as well as ARDOT’s hiring or employment practices. Complaints of alleged discrimination and inquiries regarding ARDOT’s nondiscrimination policies may be directed to the Civil Rights Division (P. O. Box 2261, Little Rock, AR 72203, (501) 569-2298, (Voice/TTY 711), or the following email address: [Civil.Rights@ardot.gov](mailto:Civil.Rights@ardot.gov). Free language assistance may be available upon request. This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape, and in Braille.