



ARKANSAS DEPARTMENT OF TRANSPORTATION REQUEST FOR LETTERS OF INTEREST ON-CALL ARCHITECTURE SERVICES (2027)

Notice is hereby given that the Arkansas Department of Transportation (ARDOT) is seeking Letters of Interest from qualified entities to provide Architecture 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 architecture services that may include, but are not limited to:

- Architectural, Civil, Structural, Mechanical, Electrical, Landscape, and Interior Design Services
- Site design (including reconfiguring an existing site)
- Facilities condition assessments
- Traffic analysis
- Prepare a full set of Contract Documents suitable for permitting, contractor pricing, and construction
- Periodic post-letting inspection and responses to request for information
- Other logical architecture tasks

2. SUBMISSION INSTRUCTIONS

Submissions must be received in PDF format no later than **4:00 p.m. on June 9, 2026**. Late submissions will not be considered. Responses must be emailed to ConsultantContracts@ardot.gov subject line **“ARCHITECTURE 2027.”** To be given further consideration, responses to this solicitation must include:

- A one-page cover letter with primary contact information addressed to:
 - **Rex Vines, Chief Engineer – Operations**
- 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](#). SF330 forms shall be provided for key personnel proposed to work on the project and will be counted toward the total page limit for the submittal. Accordingly, respondents should limit submissions to personnel who are critical to the project.
 - [Contract and Grant Disclosure Certification Form EO-98-04](#).
 - [Certification of adherence to applicable State Laws](#).

Submissions should be concise and focus on the firm’s approach, key personnel, and relevant architecture 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
Total Points for Letter of Interest	40

4. SCHEDULE

Request for Letters of Interest Advertisement	Sunday, May 10, 2026
Deadline to Request Clarifications	Friday, May 29, 2026
Responses to Requests for Clarifications	Tuesday, June 2, 2026
Letters of Interest Due	Tuesday, June 9, 2026
Short-List Letters of Interest	Friday, June 26, 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.

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. 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.