

REQUEST FOR QUALIFICATIONS (RFQ) FOR ARCHITECTURE SERVICES

Madison County Board of Supervisors requests a Statement of Qualifications (SOQ) from qualified architects or architecture firms to provide professional architecture services related to a renovation and potential addition to the Madison County Detention Center. The project will include HVAC, electrical, plumbing, and any other trades which may be necessary to effectuate the enclosure of an existing open-air area for the purpose of building medical cells, interview rooms, and storage space. Additional work, including but not limited to, security control stations, door hardware, and window replacement will occur within the existing space.

The architect will be responsible for performing all architecture services through project closeout in accordance with federal, state, and local laws, regulations and policies. The scope of work includes but is not limited to the following: 1) Programming and Preliminary Design; 2) Schematic Design, 3) Design Development; 4) Construction Documents; 5) Bidding and Contract Negotiation; 6) Construction Administration. Firms interested in providing these services may do so by furnishing the County three (3) copies and one (1) CD/jump drive of an SOQ.

All SOQs must be submitted in a sealed envelope and marked with the following language: "Statement of Qualifications Architectural Services Madison County Detention Center." Statement of Qualifications will be evaluated on the following factors: (1) Consultant Profile and Overall Capabilities; (2) Key Personnel Assigned to the Project; (3) Experience with County Detention Centers and Laws and Regulations Governing Detention Centers; 4) Projects Completed within Madison County. All SOQs will be rated on the following scale system to determine best qualified firms: Profile and Overall Capabilities – 30 points; Key Personnel – 30 points; Experience with County Detention Centers and Laws and Regulations Governing Detention Centers – 30; Completed Projects within Madison County – 10 points.

A construction manager has been hired for the project, Benchmark Construction. The architect will be expected to coordinate as necessary with the construction manager.

A pre-submission conference will be held at the Madison County Detention Center, 2935 US-51, Canton, Mississippi, on June 11, 2026, at 10:00 am.

Madison County reserves the right to reject any and/or all SOQ. Madison County will award a contract with the qualified firm whose SOQ has the highest number of cumulative points and determined to be the most advantageous, all factors considered. The contract will include scope and extent of work and other essential requirements. The contract is expected to include no more than a 6% architect's fee.

Interested parties are invited to submit an SOQ, in accordance with this RFQ to the Madison County Chancery Clerk, at the Madison County Chancery Courthouse, 146 West Center Street, Canton, MS 39046, on or before 10:00 a.m June 25, 2026.

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