



# General Services Department

Robert M. Brown  
Project Manager

## REQUEST FOR QUALIFICATIONS

TITLE: ARCHITECTURAL/ENGINEERING SERVICES FOR THE RENOVATION OF  
40 MCCORMICK PLACE INTO AN EMS REGIONAL BASE

DATE ISSUED: **FEBRUARY 07, 2023**

DUE DATE: **FEBRUARY 27, 2023**

TIME: **1:00 PM**

LOCATION: BUNCOMBE COUNTY GENERAL SERVICES DEPARTMENT  
40 MCCORMICK PLACE  
ASHEVILLE, NC 28801

TELEPHONE: (828)250-4233

## REQUEST FOR QUALIFICATIONS

Pursuant to the General Statutes of North Carolina, statements of qualification will be received for the following:

### DESIGN SERVICES FOR FY23 EMS REGIONAL BASE

Buncombe County is seeking Statements of Qualifications from design firms interested in designing and providing construction administration for the adaptive re-use of the current General Services building into an EMS Regional Base. Statements of qualification will be accepted until **FEBRUARY 27, 2023, AT 1:00 PM** for the above named item, at the Buncombe County General Services Department, 40 McCormick Place, Asheville, North Carolina, 28801. Prior experience in designing EMS bases, similar Adaptive Re-use Projects and/or Public Safety Facilities is encouraged. Buncombe County encourages submittals from minority businesses by providing certified minorities an equal opportunity to participate in all aspects of the RFQ process. One digital copy in .pdf format of said statements of qualifications must be submitted in person or by email to [generalservices@buncombecounty.org](mailto:generalservices@buncombecounty.org), [pam.king@buncombecounty.org](mailto:pam.king@buncombecounty.org), and [robert.brown@buncombecounty.org](mailto:robert.brown@buncombecounty.org). Questions about the submittal process may be asked by contacting the General Services Department of Buncombe County at (828) 250-4233 or [generalservices@buncombecounty.org](mailto:generalservices@buncombecounty.org).

Request for Qualifications Authorized by:  
Mike Mace  
Director, General Services



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A. Purpose:

Buncombe County is seeking candidates interested in converting the current Buncombe County General Services building into an EMS Regional Base facility.

B. Project Summary:

The project site and building are located at 40 McCormick Avenue, Asheville, NC. The building was originally constructed in 1946 and is approximately 11,735 Sq. Ft. It currently incorporates office/support, garage, and equipment storage areas. Services provided by the firm or individual must include, but are not limited to:

- The conversion design of the current building into a facility that will incorporate EMS required amenities. Amenities to be included but not limited to ambulance bays, sleeping/living quarters, kitchen area, general storage, medical equipment handling and storage, etc.
- Per Buncombe County Environmental Design Standards, Major renovations of public buildings, defined as renovations more than 50% of the aggregated area building, shall achieve the minimum points needed to receive a rating of LEED Gold. LEED submission for certification and plaquing will not be a requirement.
- Among the other requirements, the renovation will meet “solar-ready” design standards and the development of a detailed plan for waste diversion will be required.

C. Submission Requirements:

- Letter of Interest – A letter of interest must be submitted giving the qualifications of the project team, including the firm history, individual resumes, current and completed projects over the last seven years.
  - Please provide a list of four completed studies, analyses, and/or design of similar projects within the last seven years which are relevant to the scope of the project as listed above.
  - Please list projects similar in size, scope, and complexity.
  - Demonstrate success with similar projects for local and state governments and/or educational institutions, preferably within North Carolina.
  - Provide examples of the experience of key members of the proposed team on the projects itemized regarding the above.
- Provide an organizational chart and resumes which will address the following:
  - Name the Principal in Charge, Project Manager, and other individuals to be assigned to the project, providing for each the number of years of service with the company, number of years of professional experience,





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and educational background inclusive of professional certifications (if a joint venture, please list the above for each firm to be involved). Please indicate the number of persons employed by (each) firm. If the firm has multiple offices, please also list the number of persons employed by each office location proposed to provide architectural services for this project.

- For sub-consultants, inclusive of landscaping, surveying, engineering, civil engineering, or other key components, please list the names and addresses of each company, as well as the name of any individuals to be assigned to the project.
- Provide a list of the current workload of the firm(s), the individual workload of the Project Manager(s).
- Deadline – One digital copy in .pdf format of the submission must be received by the Buncombe County General Services Department by **FEBRUARY 27, 2023, AT 1:00 PM**. Email the submissions to [generalservices@buncombecounty.org](mailto:generalservices@buncombecounty.org), [pamela.king@buncombecounty.org](mailto:pamela.king@buncombecounty.org), and [robert.brown@buncombecounty.org](mailto:robert.brown@buncombecounty.org).

#### D. Qualifications:

- Interviews are not anticipated on this project.
- Applicants will be evaluated in conjunction with the anticipated needs of Emergency Services, General Services and the County and information provided by the applicants as well as information obtained from references, persons, or other sources identified by the applicant or otherwise known by the County.
- Candidates with prior similar work experience are urged to apply. Such experience includes, but is not limited to:
  - Experience in EMS regional bases and/or public safety facilities
  - Experience in LEED design criteria and certification.
  - Experience in high performance building standards.
  - Experience in adaptive re-use renovation of existing facilities.
  - Experience working with the needs of Emergency Services and local government.

#### E. Contact Information:

Any questions about the submittal process should be directed to the Buncombe County General Services Department via email at [generalservices@buncombecounty.org](mailto:generalservices@buncombecounty.org).