



General Services Department

Robert M. Brown
Project Manager

REQUEST FOR QUALIFICATIONS

TITLE: FEASIBILITY PLANNING FOR THE ASHEVILLE PRIMARY SCHOOL SITE AND THE DEVELOPMENT OF A TEMPORARY MOBILE EMS FACILITY

DATE ISSUED: **APRIL 14, 2023**

DUE DATE: **MAY 01, 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:

FEASIBILITY PLANNING FOR THE ASHEVILLE PRIMARY SCHOOL SITE
AND THE DEVELOPMENT OF A TEMPORARY MOBILE EMS FACILITY

Buncombe County and Asheville City Schools are seeking Statements of Qualifications from planning /design firms interested in completing a best use feasibility study for the previously operational 4.77 acres Asheville Primary School site. The functions considered will accommodate Asheville City Schools and Buncombe County. The effort shall simultaneously perform a total site feasibility study and determine the best placement for a temporary mobile EMS facility. The selected firm shall generate all documents required for the procurement, permitting and installation of a temporary mobile EMS facility. Statements of qualification will be accepted until **MAY 01, 2023, AT 1:00 PM** for the above-named services, at the Buncombe County General Services Department, 40 McCormick Place, Asheville, North Carolina, 28801. Buncombe County and Asheville City Schools encourage 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, robert.brown@buncombecounty.org, and tim.shelton@acsgmail.net. 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.

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





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A. Purpose:

Asheville City Schools and Buncombe County are seeking candidates interested in providing feasibility site planning services for the previously occupied Asheville Primary School Site and the best placement for and development of a temporary mobile EMS base.

B. Project Summary:

The project site and existing buildings are located at 441 Haywood Road, Asheville N.C. The 4.77 acre site currently contains a vacated primary school building with a cafeteria constructed circa 1952 and a free-standing multi-purpose building constructed circa 1976. The multi-purpose building is currently occupied by a portion of the Asheville City School System's Maintenance and Property Management Department. Services provided by the firm or individual must include, but are not limited to:

- A complete comprehensive best use feasibility study for the entire site. The endeavor shall consider scenarios for adaptive re-use of the existing facilities, as well as a completely clean slate site. For the purposes of this RFQ at least two Asheville City Schools functions and two Buncombe County functions will be considered for the site. This feasibility study will assist both agencies in determining the best uses within the land area and the final number of functional operations.
- The effort shall also determine the best placement for a temporary mobile EMS facility. The selected firm shall generate all documents required for the procurement, permitting and installation of a temporary mobile EMS facility.

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 similar studies and 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 efforts 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.





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- 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, 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 the requested 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. Please provide resumes for each consultant lead professional that will participate in the work effort.
- 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 **May 01, 2023, AT 1:00 PM**. Email the submissions to generalservices@buncombecounty.org, robert.brown@buncombecounty.org, and tim.shelton@acsgmail.net.

D. Qualifications:

- Interviews are not anticipated on this project.
- Applicants will be evaluated in conjunction with the anticipated needs of the Asheville City Schools System and Buncombe County and information provided by the applicants as well as information obtained from references, persons, or other sources identified by the applicant.
- Candidates with prior similar work experience are urged to apply. Such experience includes, but is not limited to:
 - Experience in total site best use feasibility studies.
 - Experience in EMS mobile bases.
 - Experience in high performance building standards.
 - Experience in adaptive re-use renovation of existing facilities.
 - Experience working with the needs of the Asheville City Schools System and Buncombe County.

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.