



# General Services Department

Robert M. Brown  
Project Manager

## REQUEST FOR QUALIFICATIONS

TITLE: ARCHITECTURAL/ENGINEERING SERVICES FOR THE DESIGN OF A BUNCOMBE COUNTY STORAGE FACILITY

DATE ISSUED: **JULY 24, 2023**

DUE DATE: **AUGUST 10, 2023**

TIME: **2:00 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 FY24 BUNCOMBE COUNTY STORAGE FACILITY

Buncombe County is seeking Statements of Qualifications from design firms interested in designing and providing construction administration for a consolidated Buncombe County storage facility. Statements of qualification will be accepted until **AUGUST 10, 2023, AT 2:00 PM** for the above named item, at the Buncombe County General Services Department, 40 McCormick Place, Asheville, North Carolina, 28801. Prior experience in designing large scale multi-departmental storage facility projects 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 confirming the current and future growth storage needs of multiple Buncombe County departments for the design of a consolidated large capacity storage facility.

B. Project Summary:

- Current departmental storage is in multiple County occupied buildings. The project's primary intent is to consolidate the County's overall storage needs into one facility. The facility will be a secure facility with portions requiring high security. The project site is intended to be located on current Buncombe County retired landfill property located in Woodfin, NC. Site assessment for the facilities best location is expected. Other services provided by the firm or individual must include, but are not limited to:
- Complete and submit the required post closure permit modification to DENR for approval to build. The design of an active Vapor Mitigation System (VMS) will be required.
- The review of storage needs documentation previously collected and the development of an up to date current and projected future storage needs assessment. The endeavor will require reviewing multiple current storage accommodations and meeting with and surveying multiple departments to collect the required data.
- The design of a conditioned and heated secure facility that will accommodate all confirmed storage needs identified. The facility may be multi-story. Portions of the facility will provide high capacity systems. Possibly evidence processing lab(s) will be included within the high security evidence storage portion of the facility. The design shall also provide for a capacity appropriate loading and unloading dock and possibly a separate secure sally port. A receiving and processing area, support offices and required toilet facilities will be provided. The facility will require internal and external security cameras. Included in the design will be a versatile large scale training room. Also covered storage for up to 4 bus size vehicles that while parked require continual charging will be incorporated into the site's design. Site design may also include redesign of the site's access roadway.
- Per Buncombe County Environmental Design Standards, new construction of occupied public buildings and facilities over 10,000 square feet shall achieve the minimum points needed to receive a rating equivalent to LEED Gold.





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Submission for certification and plaquing will not be a requirement but achievement documentation and presentation to the County is required.

- The facility is intended to be designed and constructed to include all electric systems and equipment, excluding a required generator. A Life Cycle Cost Analysis and presentation of the results is required.
- The facility will be designed and constructed to include solar photovoltaic panels and supporting infrastructure systems.
- The facility will be designed to accommodate a future installation of battery backup storage.
- Where County fleet vehicles will be parked on-site a portion of the parking shall install electric vehicle charging infrastructure. The exact number will be determined during the site design process.

### 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, 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, cost estimating 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 and provide their resumes.





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- 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 **AUGUST 03, 2023, AT 2:00 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 but may be requested for this project.
- Applicants will be evaluated in conjunction with the anticipated needs of 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 large capacity secure storage facilities
  - Experience in LEED design criteria.
  - Experience in all electric building systems design.
  - Experience in high performance solar photovoltaic systems.
  - Experience working with the multiple local government departments to generate a complete project scope and associated expected cost.

### 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) with a copy to [robert.brown@buncombecounty.org](mailto:robert.brown@buncombecounty.org)