



REQUEST FOR QUALIFICATIONS

TITLE: CONSULTING TEAM TO DESIGN AN EXTERIOR REMEDIATION OF THE BUILDING LOCATED AT 59 WOODFIN PLACE.

DATE ISSUED: **5/11/23**

DUE DATE: **5/26/23**

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:

EXTERIOR REMEDIATION OF THE BUILDING LOCATED AT 59 WOODFIN PLACE

Buncombe County is seeking candidates interested in designing an exterior remediation of the building located at 59 Woodfin Place. Statements of qualification will be accepted until 1:00 PM on **5/26/23** for the above named item, at the Buncombe County General Services Department, 40 McCormick Place, Asheville, North Carolina, 28801. Prior experience in conditions assessments 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, and Scott.Metcalf@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.

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



A. Purpose:

Buncombe County is seeking candidates interested in designing an exterior remediation of the building located at 59 Woodfin Place

B. Project Summary:

The building located at 59 Woodfin Place currently houses the Buncombe County Elections Services Department and Information Technology Department. The building is an approximate 28,488 square foot, three-story structure, constructed in 1923. Services provided by the firm or individual must include, but are not limited to:

- Design and specifications for a window replacement or repair
- Testing and Abatement Plan for Hazardous Materials
- Design and specifications for brick tuck pointing repairs/replacements
- Design and specifications for exterior sealant replacements including control joints, doors, windows and other penetrations.
- Design and specifications for wood replacement and repair.
- Cost estimating.
- Bid form development utilizing alternates to maximize the available budget.
- Bid administration for the project.
- Construction administration for the project.

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 four projects similar in size, scope, and complexity.
 - Demonstrate success with similar projects for local and state governments, preferably within North Carolina.
 - Provide examples of the past experience of key members of the proposed team on the projects itemized regarding the above.





General Services

Scott Metcalf
Facilities and Project Manager

- 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, 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).
- Provide the office location(s) that will be handling the project.
- Deadline – One digital copy in .pdf format of the submission must be received by the Buncombe Count General Services Department by **XXXXXX**. Email the submissions to generalservices@buncombecounty.org and scott.metcalf@buncombecounty.org .

D. Qualifications:

- Interviews are not anticipated on this project.
- Applicants will be evaluated in conjunction with the anticipated needs of Buncombe 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 exterior remediation design services of facilities.
 - Experience working with the needs of 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.