



### REQUEST FOR QUALIFICATIONS

TITLE: CONSULTING TEAM TO DESIGN: SHOWER REPAIR/RENOVATION AND MEZZANINE SCREEN INSTALLATION AT THE BUNCOMBE COUNTY DETENTION CENTER

DATE ISSUED: September 9, 2022

DUE DATE: September 29, 2022

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:

SHOWER REPAIR/RENOVATION AND MEZZANINE SCREEN INSTALLATION AT THE BUNCOMBE COUNTY DETENTION CENTER

Buncombe County is seeking candidates interested in designing a shower repair/renovation and the installation of mezzanine screening at the Detention Center. Statements of qualification will be accepted until 1:00 PM on Thursday, Sept 29, 2022 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](mailto:generalservices@buncombecounty.org), [pam.king@buncombecounty.org](mailto:pam.king@buncombecounty.org), and [scott.metcalf@buncombecounty.org](mailto: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](mailto:generalservices@buncombecounty.org).

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





## General Services

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Scott Metcalf  
*Facilities and Project Manager*

A. Purpose:

Buncombe County is seeking candidates interested in designing a shower repair/renovation and the installation of mezzanine screening at the Detention Center.

B. Project Summary:

The Buncombe County Detention Center is located at 20 Davidson Drive, Asheville, NC 28801. The center consists of two facilities. The shower repair/renovation consists of showers located in the housing units of the North Tower, constructed in 1994. The mezzanine screening will be installed in two housing units in the Central Tower, constructed in 2006. Services provided by the firm or individual will include, but are not limited to:

- Design of a shower repair/renovation to address current issues with ceramic tile failure and water infiltration.
- Design for screening to prevent falls and injuries at the mezzanine and staircase.
- Cost estimating.
- Bid form development utilizing alternates to maximize the available budget.
- Bid administration for the project.
- Construction administration for the project including DHSR Submittal and Approval

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 and detention centers, preferably within North Carolina.
  - Provide examples of the past 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 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 1:00 PM on Thursday, September 29,2022.
- Email the submissions to [generalservices@buncombecounty.org](mailto:generalservices@buncombecounty.org), [pamela.king@buncombecounty.org](mailto:pamela.king@buncombecounty.org), and [ronald.lunsford@buncombecounty.org](mailto:ronald.lunsford@buncombecounty.org).

#### D. Qualifications:

- Interviews are not anticipated on 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 design projects for detention centers.
  - Experience working with the needs of detention centers and local government.





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*Facilities and Project Manager*

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).

