



REQUEST FOR QUALIFICATIONS

TITLE: CONSULTING TEAM TO DESIGN A STRUCTURE TO FACILITATE COMPOSTING.

DATE ISSUED: 1/4/24

DUE DATE: 1/25/24

TIME: 3:00 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 of a Composting Facility at 85 Panther Branch

Buncombe County is seeking candidates interested in designing a composting facility located at 85 Panther Branch. Statements of qualification will be accepted until 3:00 PM on 1/25/24 for the above named item, at the Buncombe County General Services Department, 40 McCormick Place, Asheville, North Carolina, 28801. Prior experience in the design of composting structures 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 a composting facility for the Buncombe County Landfill

B. Project Summary:

The building will be located at 85 Panther Branch at the current solid waste landfill. The building design will need to be planned for phased construction so that as the project progresses a TCO can be issued on the earlier phases while funding is secured for the additional phases. Services provided by the firm or individual must include, but are not limited to:

- Design and specifications of the structural components of the building from foundation to roof.
- Design and specifications for the roadway entering the facility
- Design and specifications for the composting equipment and necessary infrastructure.
- Design and specifications for the push walls and composting corals.
- Create and provide landfill diversion plan.
- Cost estimating.
- Bid form development utilizing alternates to maximize the available budget.
- Acquire all necessary permits for installation including storm water containment.
- 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 County General Services Department by 1/25/24 @ 3:00PM. 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.