



### Request for Qualifications

TITLE: DESIGN SERVICES FOR THE RENOVATION/ REPAIR TO MULTIPLE BUILDINGS AT THE ASHEVILLE AB TECH CAMPUS

DATE ISSUED: JANUARY 21, 2021

DUE DATE: FEBRUARY 2, 2021

TIME: 1:00 PM

LOCATION: BUNCOMBE COUNTY GENERAL SERVICES DEPT  
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:

#### FY21 REPAIR & RENOVATION OF MULTIPLE FACILITIES AT AB TECH – PHASE 4

Buncombe County is seeking candidates interested in providing architectural/engineering services for the design of various repair and renovation projects located at the Asheville AB Tech Campus. Statements of Qualification will be accepted until 1:00 PM on February 2, 2021 for the above-named item at the Buncombe County General Services Department, 40 McCormick Place, Asheville, North Carolina, 28801. Prior experience in design of educational facilities 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 qualification must be submitted in person or by email to [pam.king@buncombecounty.org](mailto:pam.king@buncombecounty.org), [ronald.lunsford@buncombecounty.org](mailto:ronald.lunsford@buncombecounty.org) and [generalservices@buncombecounty.org](mailto:generalservices@buncombecounty.org). Any questions about the RFQ submittal process may be asked by contacting the General Services Department at (828) 250-4233 or [generalservices@buncombecounty.org](mailto:generalservices@buncombecounty.org).

Request for Qualifications Authorized by:

Michael Mace  
Director, General Services

## A. Purpose

Buncombe County is seeking candidates interested in providing architectural/engineering services for the design of multiple repair and renovation projects on the Asheville AB Tech Campus.

## B. Project Summary

Projects may include but are not limited to the following:

- Roof Replacements
- Window Replacements
- HVAC Controls Replacements
- HVAC Systems Replacement
- Fire Alarm Replacements and Installations
- Generator Replacements
- Electrical Systems Replacements
- Lighting Replacements
- Plumbing Systems Replacements
- Masonry Cleaning, Sealing and Repair

## 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 projects similar in size, scope and complexity within the last seven years, which are relevant to the scope of the project as listed above.
  - Demonstrate success with similar projects for local and state governments and educational institutions, preferably within North Carolina; and
  - Provide examples of the past 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, 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) which 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 1:00 PM on February 2, 2021. Emailed to [pam.king@buncombecounty.org](mailto:pam.king@buncombecounty.org), [ronald.lunsford@buncombecounty.org](mailto:ronald.lunsford@buncombecounty.org) and [generalservices@buncombecounty.org](mailto:generalservices@buncombecounty.org).

#### D. Qualifications

Applicants will be evaluated in conjunction with the anticipated needs of AB Tech and 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. Interviews are not anticipated, however, additional information may be requested.

Candidates with prior similar work experience are urged to apply. Such experience includes, but is not limited to:

- Provision of architectural and engineering services for the design of educational facilities;
- Experience working with the needs of community colleges and local government.

A background in energy efficient design and implementation is also strongly encouraged.

#### E. Contact Information

Any questions about the submittal process should be directed to the General Services Department at (828) 250-4233 or [generalservices@buncombecounty.org](mailto:generalservices@buncombecounty.org).