



REQUEST FOR QUALIFICATIONS

TITLE: CONSULTING TEAM TO DESIGN THE REPAIR OR REPLACEMENT OF A RETAINING WALL AT THE MONTFORD NORTH STAR ACADEMY.

DATE ISSUED: MONDAY, FEBRUARY 10, 2020

DUE DATE: WEDNESDAY, FEBRUARY 19, 2020

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:

DESIGN THE REPAIR/ REPLACEMENT OF A RETAINING WALL AT THE MONTFORD NORTH STAR ACADEMY

Buncombe County is seeking candidates interested in providing a design for the repair or replacement of a retaining wall at the Montford North Star Academy. Statements of qualification will be accepted until February 19, 2020 for the above named item, at the Buncombe County General Services Department, 40 McCormick Place, Asheville, North Carolina, 28801. Late submittals will not be accepted. 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 pam.king@buncombecounty.org, ronald.lunsford@buncombecounty.org, and generalservices@buncombecounty.org.

Request for Qualifications Authorized by:

Mike Mace

Director, General Services

A. Purpose:

Buncombe County is seeking candidates interested in providing a design for the repair or replacement of a retaining wall at the Montford North Star Academy.

B. Project Summary:

The Montford North Star Academy is located at 90 Montford Avenue, Asheville, NC 28801. The school is part of the Asheville City School system and currently serves the 6th, 7th, and 8th grades. On the campus, is a stone retaining wall constructed around 1955 that is showing signs of failure. Services provided by the firm or individual may include, but are not limited to:

- Research to determine if the wall is part of a historical registry and what restrictions will be placed on the repair or replacement if it is.
- Investigate the construction of the wall to determine if a repair can be made or if it will need to be replaced.
- Work with Buncombe County/Asheville City Schools to create a list of options for the repair or replacement of the retaining wall.
- Create all design and construction documents necessary to facilitate bidding for the repair or replacement of the retaining wall.
- Bid administration and negotiations may be necessary.
- Contract administration may be necessary.

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.
 - Demonstrate success with similar projects for local and state governments and educational institutions, preferably within North Carolina.
 - Provide examples of the past experience of key members of the proposed team similar to the project summary 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 architects, 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 February 19, 2020. Email the submissions to pamela.freeman-king@buncombecounty.org, and ronald.lunsford@buncombecounty.org.

D. Qualifications:

- Interviews are not anticipated on this project.
- Applicants will be evaluated in conjunction with the anticipated needs of Asheville City Schools and 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 design services of educational facilities.
 - Experience working with the needs of local government and public education facilities.

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.

