



Request for Qualifications

TITLE: DESIGN SERVICES FOR THE RENOVATION/ REPAIR OF HALL FLETCHER ELEMENTARY SCHOOL

RFQ NUMBER: ACS-1901

DATE ISSUED: JANUARY 10, 2019

DUE DATE: JANUARY 25, 2019

TIME: 12:00PM (noon)

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:

REPAIR & RENOVATION OF HALL FLETCHER ELEMENTARY SCHOOL

Buncombe County is seeking candidates interested in providing architectural/engineering services for the design of the repair and renovation projects of Hall Fletcher Elementary School. Statements of Qualification will be accepted until 12:00 p.m. (noon) on Friday, January 25, 2019 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.

Additional RFQ submittal requirements may be obtained by contacting the General Services Department at (828) 250-4233.

Request for Qualifications Authorized by:

Clint Shepherd
Director, General Services

A. Purpose

Buncombe County is seeking candidates interested in providing architectural/engineering services for the design of the repair and renovation project of Hall Fletcher Elementary School.

B. Project Summary

Hall Fletcher Elementary School is located at 60 Ridgelawn Road, Asheville, NC 28806. Top priorities of the project include roof replacement and renovation of restrooms to meet ADA requirements (other needs may be identified during programming). Project will require City of Asheville review and oversight.

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 educational institutions, preferably within North Carolina; and
 - 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 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 12:00 p.m. (noon) on January 25, 2019. Emailed to pam.king@buncombecounty.org.

D. Qualifications

Interviews are not anticipated on this project. Applicants will be evaluated in conjunction with the anticipated needs of Hall Fletcher School, 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:

- Provision of architectural and engineering services for the design of educational facilities;
- Experience working with an occupied educational facility during construction.

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 contact person:

Mr. Greg Isreal
Project Manager
Buncombe County General Services Department
40 McCormick Place
Asheville, NC 28801
Telephone: 828-250-4237
E-mail: greg.isreal@buncombecounty.org