



Request for Qualifications

TITLE: ARCHITECTURAL SERVICES FOR AFFORDABLE HOUSING RENTAL UNITS

DATE ISSUED: May 5, 2023

DUE DATE: May 23, 2023

TIME: 2:00 PM

LOCATION: BUNCOMBE COUNTY PROCUREMENT DEPARTMENT

Email: nina.alexander@buncombecounty.org

Telephone: 828-250-4311

REQUEST FOR QUALIFICATIONS

Pursuant to the General Statutes of North Carolina, statements of qualification will be received for the following:

ARCHITECTURAL SERVICES FOR AFFORDABLE HOUSING RENTAL UNITS

Buncombe County is seeking candidates interested in providing architectural services for housing rental units at 3 potential County owned development sites. Statements of Qualification will be accepted through May 23, 2023, at 2:00 PM. 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 by email to nina.alexander@buncombecounty.org.

Request for Qualifications Authorized by:
Nina Alexander
Procurement Agent

A. Purpose

Buncombe County is seeking candidates interested in providing architectural services for multifamily concepts on 3 potential County owned development sites: 30-80 Valley Street, 50-52 Coxe Avenue, and a portion of 180 Erwin Hills Road.

B. Project Summary

Buncombe County partnered with the Development Finance Initiative (DFI) at UNC Chapel Hill's School of Government in September 2022 to help meet the County's goal to deliver at least 1,500 affordable rental units for low- and moderate-income households by 2030. Now in Phase II of the process, Buncombe County has prioritized three sites for potential development of affordable housing: 30-80 Valley Street, 50-52 Coxe Avenue, and 180 Erwin Hills Road (portion). The County and DFI are now seeking to engage an architect to work closely with DFI and the County to develop plans that meet the guiding public interests, Low Income Housing Tax Credit (LIHTC) requirements (when applicable), and are feasible within the physical and regulatory constraints of each identified site. The architect will examine each site, develop concepts, and provide support with community engagement. At the end of this process, the County will solicit and select a qualified private developer to execute the community's vision with a project that meets both public and private sector interests.

Services required:

- Initial visioning meeting with DFI and Buncombe County representatives.
- Meet bi-weekly (or weekly as needed) virtually with DFI and County staff.
- Examine available physical information and site parameters and communicate constraints to DFI and County:
 - For example, available environmental and soil reports, utility and topographic surveys and parking studies.
 - Determine site constraints and context including review of the latest UDO, historic district, LIHTC requirements.
 - Investigate preliminary life safety code analysis including construction types, occupancies, and basic egress and program separations.
- Generate a 3D massing model for each of the sites including adjacent context to represent volumes, major building, road, and site elements.
- Develop a minimum of three (on average) overall concepts for each site:
 - Indicating program mixes including residential (by unit type), potential alternative ground floor uses, communal, core and circulation, and parking (by type i.e., surface, podium, structure)
 - Providing plan, section, and elevation diagrams as well as block and stack layouts to explain the overall massing concepts.
- Provide *preliminary* hardscape and landscape layouts (with consideration for LIHTC requirements)
- Support DFI in presentations to County staff, Board of Commissioners
- Support DFI in community engagement sessions and other relevant stakeholder meetings

C. Submission Requirements

- Letter of Interest – A letter of interest must be submitted that includes the following:
 - Please list four completed 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 Procurement Department by May 23, 2023, at 2:00 PM. Email the submissions to Nina.alexander@buncombecounty.org. Reference the title of the RFQ, "Architectural Service for Affordable Housing Rental Units."

C. Qualifications

Applicants will be evaluated in conjunction with the anticipated needs of 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. Buncombe County anticipates selecting a single firm for the referenced work, followed by negotiations for service fees for the project.

D. Contact Information

Any questions about the submittal process should be directed to Nina Alexander by email nina.alexander@buncombecounty.org. Reference the title of the RFQ, "Architectural Service for Affordable Housing Rental Units."



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180 ERWIN HILLS



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