



## Request for Qualifications

TITLE: DESIGN SERVICES FOR BUNCOMBE COUNTY PARKS AND RECREATION, ENKA DESTINATION, TURF FIELD PROJECT

DATE ISSUED: May 13, 2024

DUE DATE: May 30, 2024, 3:00pm ET

LOCATION: BUNCOMBE COUNTY PARKS AND RECREATION OFFICE  
46 Valley St., Asheville, NC 28801  
Asheville, NC 28801  
Telephone: 828.989.2929

### REQUEST FOR QUALIFICATIONS

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

#### REMOVAL AND REPLACEMENT OF NATURAL TURF FIELDS 3,4, 5, and 9 AT THE BUNCOMBE COUNTY SPORTS PARK WITH AN ARTIFICIAL TURFING SYSTEM

Buncombe County is seeking candidates interested in providing engineering services for the design of 4 artificial multi- purpose fields located at the Buncombe County Sports Park, 58 Apac Dr, Asheville, NC 28806. Three of these fields will also include lighting design and a ADA compliant walking trail. Statements of Qualification will be accepted until May 30, 2024, 3:00pm, for the above-named item. 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 by email to Joseph Guseman at [joseph.guseman@buncombecounty.org](mailto:joseph.guseman@buncombecounty.org)

Request for Qualifications Authorized by:  
Allison Dains  
Parks and Recreation Director

## A. Purpose

Buncombe County is seeking engineering services to design 4 artificial turf field projects including but not limited to drainage, lighting, fence installation, sidewalk and or walking trail locations, and storm water installation throughout the field locations.

## B. Project Summary

- Project to include design for removal of current natural turf fields.
- Design for the installation of the new artificial turf multi-use fields, including correct drainage and slope standards.
- The design for these fields must also include any storm water requirements as well as any other items required by the county code for this project.
- Fencing around the fields will need to be accounted for and calculated in the design.
- Layout the replacement of the current walking trail to ensure compliance with ADA standards for surface and slope.
- The design team will work with Musco lighting for the layout of lighting for fields 3,4,and 5. Field 9 will not have lighting.
- The design team must also provide dates that will be best for construction in relation to weather impacts.
- Upon allocation of the required construction funding, the selected firm shall provide bidding, construction administration and closeout services for all the Turf Field Projects.

## 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 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 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 – Submissions must be received by the Buncombe County Parks and Recreation Department by May 30, 2024, 3:00pm, emailed to [joseph.guseman@buncombecounty.org](mailto:joseph.guseman@buncombecounty.org) .

#### D. 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.

#### E. Contact Information

Any questions about the submittal process should be directed by email to:

Joseph Guseman, Project Manager  
[joseph.guseman@buncombecounty.org](mailto:joseph.guseman@buncombecounty.org)