



REQUEST FOR QUALIFICATIONS

TITLE: CONSULTING TEAM TO EVALUATE/ASSESS THE CONDITION OF AND PROVIDE A MASTER PLAN FOR THE TECHNOLOGY COMMERCIALIZATION CENTER (TCC) BUILDING ON THE ENKA CAMPUS OF ASHEVILLE-BUNCOMBE TECHNICAL COMMUNITY COLLEGE.

DATE ISSUED: JANUARY 8, 2020

DUE DATE: JANUARY 29, 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:

EVALUATE/ASSESS CONDITION OF ONE FACILITY AT THE ENKA AB TECH CAMPUS

Buncombe County is seeking candidates interested in conducting a conditions assessment and providing a master plan for one facility at the Enka Campus of AB Tech. Statements of qualification will be accepted until 1:00 PM on January 29th, 2020 for the above named item, at the Buncombe County General Services Department, 40 McCormick Place, Asheville, North Carolina, 28801. Prior experience in conditions assessments 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 qualifications must be submitted in person or by email to pam.king@buncombecounty.org and ronald.lunsford@buncombecounty.org. Additional RFQ submittal requirements may be obtained by contacting the General Services Department of Buncombe County at (828) 250-4233.

Request for Qualifications Authorized by:

Mike Mace

Director, General Services

A. Purpose:

Buncombe County is seeking candidates interested in conducting a conditions assessment and providing a master plan for one facility at the Enka Campus of AB Tech.

B. Project Summary:

The Enka campus of Asheville-Buncombe Technical Community College is located at 1459 Sand Hill Rd, Candler, NC 28715. The building to be evaluated is a three (3) story, 168,000 square foot, mixed use building partially occupied by tenants of AB-Tech's Small Business Center, academic and continuing education programming and other governmental agency partnerships. The facility is referred to as the Technology Commercialization Center (TCC Building). It sits on an approximate twenty-six-acre tract. Services provided by the firm or individual must include, but are not limited to:

- Assist the owner in evaluating the building needs by documenting its current condition pertaining to exterior envelope integrity, structural components, mechanical, electrical and plumbing infrastructure conditions, life safety and building code deficiencies, site conditions such as storm water drainage, utilities and parking lots, and interior finishes.
- Assist the owner in establishing criteria for renovation vs. replacement of the existing facility and determining new construction needs.
- Assist the owner in determining potential sites for construction of new facilities based on best land use parameters.
- Determine the cost of renovations, replacements and new construction, and priority schedule for the next 10-15 years.
- Once the conditions assessment is complete and the cost of repair/renovation is known by the owner, a master plan may need to be developed. The master plan should consist of the following:
 - Programmatic needs of the Small Business Center.
 - Educational needs for A-B Tech academic and continuing education programs.
 - Economic, demographic, target market data analysis and other factors which influence the future growth opportunities for both educational programming and the Small Business Center on this campus.
 - Building and Site capacity analysis for current conditions and future growth.
 - Precedent study of peer institutions and small business incubators.

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.
 - 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 Count General Services Department by 1:00 PM on January 29th, 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 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.
- Candidates with prior similar work experience are urged to apply. Such experience includes, but is not limited to:
 - Experience in condition assessment services of educational facilities;
 - Experience working with the needs of community colleges and local government.

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.