

STANLY COUNTY, NC
REQUEST FOR QUALIFICATIONS
Architectural/Engineering Services
Stanly Community College Trades Facility Project

Stanly County government (hereinafter referred to as the “County”) is hereby seeking proposals for architectural and engineering services for the construction of a new 40,000 square foot trades and advanced manufacturing facility to be located on the campus of Stanly Community College in Albemarle, North Carolina.

Description of Project & Background:

The County is working in collaboration with Stanly Community College (hereinafter referred to as the “College”) on the design and construction of a new trades based educational facility (of approximately 40,000 square feet). This facility will enable the College to expand its HVAC, masonry, plumbing, electrical and carpentry curriculum. Additionally, the College will be able to relocate its welding, machining, industrial technology and auto body repair programs to the new trade facility.

Further, as a result of moving the aforementioned advanced manufacturing type curriculum and continuing education programs into a new facility, the College will be able to relocate the Basic Law Enforcement Training (BLET) program to the space previously occupied by these programs. The BLET program is currently operating in a facility that does not adequately meet the needs of that specific program.

The College will deed the County the land for the facility, and the County will construct and own the facility. The facility will be leased back to the College for a period of time consistent with the debt amortization schedule. Given this is a County government construction project, the North Carolina State Construction Office will not be involved in the plan review or permitting of the facility.

The County previously advertised this project as a design-build project and sought proposals from General Contractors. The County received a very favorable response, but the County has elected to pursue a federal Economic Development Administration (EDA) grant to potentially offset the cost associated with constructing a new facility. As such, the more traditional design-bid-build method of construction must be utilized to remain eligible for the EDA grant funds.

Proposal Guidelines:

The County is seeking proposals for Architectural/Engineering services for the aforementioned facilities.

Responses must be received by the County, on or before 5:00 pm on Wednesday, March 25, 2020.

Responses must be submitted in a sealed envelope/package and marked "Proposal for Architectural and Engineering Services for SCC Trades Facility Project".

A total of five (5) hard copies must be submitted to the following:

Stanly County Manager's Office
Attn: Andy Lucas
1000 N. First Street, Suite 10 A
Albemarle, NC 28001

Oral or telegraphic (including FAX and e-mail) responses are not acceptable. Any responses received after the aforementioned deadline will not be accepted or considered.

Applicants should have experience in educational and institutional design and be familiar with all pertinent codes and regulations related to community college facilities in North Carolina.

Please direct all administrative and technical questions regarding this RFQ to Andy Lucas via email at alucas@stanlycountync.gov or by telephone at (704) 986-3600.

Each response will be evaluated based on the following criteria:

- A. Past performance;
- B. Qualifications of professional personnel proposed for the project;
- C. Experience with designing and managing the construction of advanced manufacturing and/or trades based facilities with seamless integration of the curriculum into the design of the facilities;
- D. Demonstrated ability to meet time and budget requirements;
- E. Location and size of firm, now and 5 years ago;
- F. Recent, current and projected workload of the firm;
- G. Creativity and insight related to educational and institutional residential projects;
- H. Related experience on projects of similar size and scope;
- I. Hourly rates of professional personnel proposed for the project.

Project Timeline:

Public Advertisement/RFQ Available:	Wednesday, March 4, 2020
Deadline for Questions:	Wednesday, March 18, 2020
Proposals Due:	Wednesday, March 25, 2020
Shortlist Selection Announcement:	Friday, March 27, 2020
Interviews (if necessary):	TBD
Anticipated Award Date:	April 21, 2020 (may be sooner)

Additional Information:

The County reserves the right to select or reject any and all responses as a result of this Request for Qualifications. The County is not liable for any costs incurred by any person or firm responding to this Request for Qualifications.

Purpose: The RFQ provides interested architectural firms with information to enable them to prepare and submit proposals for consideration by the County for providing design services for the Stanly Community College Trades facility.

Issuing Office: This RFQ is issued by Stanly County. As stated previously, please direct all administrative and technical questions regarding this RFQ to Andy Lucas via email at alucas@stanlycountync.gov or by phone at (704) 986-3600.

Type of Contract: A contract will be negotiated with the most qualified firm at a rate of compensation fair and reasonable to all parties. The form of contract will be AIA document, as modified by the County. If a satisfactory contract cannot be negotiated with any of the ranked firms, this RFQ shall be considered terminated.

Proposals: The County reserves the right to select the firm which it deems to offer the best overall proposal taking into consideration factors including, but not limited to, (a) past performance; (b) qualifications of professional personnel assigned to the project; (c) location and size; (d) recent, current and projected workload of the firm; (e) experience with advanced manufacturing facility design; (f) hourly rates of those assigned to the project; and (g) related experience on projects of similar size and scope.

The Architect/Engineer Questionnaire must be completed and returned with the proposal submission. Based on an evaluation of this information the selection committee shall identify firms for consideration and possible interview, which in its judgment, are the most qualified. The County will be the judge as to whether a proposal has or has not met the requirements of this RFQ. The County reserves the right to waive technicalities and informalities.

Incurring Costs: The County is not liable for any cost incurred by firms responding to this proposal.

Response Date: As indicated on page one (1), to be considered, proposals must arrive at the address provided on or before 5:00 PM on Wednesday, March 25, 2020. Firms mailing proposals should allow normal mail delivery time to ensure timely receipt of their proposals. Firms should provide five (5) hard copies. Facsimile (fax) submissions will not be accepted or considered.

Acceptance of Proposal Content: If a contract ensues, the contents of the proposal of the successful bidder may become part of the contractual obligations. Failure of a successful bidder to accept these obligations may result in cancellation of the award.

Efficiency of Preparation: Proposals should be prepared simply, concisely and economically, providing a straight forward description of the firm's ability to meet the requirements of the RFQ. Emphasis should be placed on completeness and clarity of the proposals content.

Firm Responsibilities: The selected firm will be required to assume responsibility for all services offered in its proposal whether or not it produces them. Further, the County will consider the selected firm to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract. The selected firm shall be responsible to adhere to all federal, state and local laws, regulations and ordinances.

ARCHITECT/ENGINEER QUESTIONNAIRE

Please complete and return your firm's responses to the following questionnaire. Responses may be retyped to allow sufficient response space.

1. Firm:

2. Is this a joint venture? If yes, why?

3. Firm's legal name & address:

4. Contact person & email address:

5. Telephone & fax number:

6. Firm Principals:

7. Associates of Firm:

8. What has been your annual construction cost volume during the last 5 years?

<u>Year</u>	<u>Volume</u>
2015	
2016	
2017	
2018	
2019	

9. Current size of firm compared to five (5) years ago:

10. Are your engineering consultants in-house?

11. Outside associates/consultants proposed for this project:

<u>Category of Work</u>	<u>Firm Name</u>	<u>Address & Telephone</u>
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12. List five (5) projects of similar size and/or scope your firm is working to complete or has completed in the past five (5) years: (Location, type of project, principal-in-charge, project budget, status of project, owner contact and telephone number.)

Project:
Budget:
Owner:
Location:
Contact:
Telephone:

Project:
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Telephone:

Project:
Budget:
Owner:
Location:
Contact:
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13. Does your firm carry professional liability insurance? If yes, state limits & exclusions:

Yes

No

14. Please discuss any litigation or arbitration in which your firm or an Owner has been involved in the past five (5) years in connection with your professional services. Include names of other parties, complaints and outcome.

15. Indicate how your firm would propose a fee for services and what elements it would use to arrive at a fee and reimbursed expenses (specific fees are NOT requested at this time).

Other comments or considerations you would like to mention that would differentiate your firm from others possible competitors in this process.