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buncombeschools.org

TRANSMITTED VIA EMAIL: 3 pages

TO: ALL PLAN HOLDERS AND POTENTIAL BIDDERS
FROM: TIFFANY McCANTS, PURCHASING OFFICER
SUBJECT: REQUEST FOR QUALIFICATIONS: DESIGN TEAM SERVICES – ENTRANCE
AND LOBBY RECONFIGURATIONS
DATE: MAY 19, 2020



RFQ# 18-20

The following specifications are hereby made a part of the original documents.

**REQUEST FOR QUALIFICATIONS:
DESIGN TEAM SERVICES: ENTRANCE AND LOBBY RECONFIGURATIONS
Issued: May 15, 2020**

The Board of Education is hereby soliciting responses from qualified architectural, engineering teams and construction specialists. Professional services will be procured through a qualification-based selection process, in accordance with G.S. 143-64.31, G.S. 143.64.32, and G.S. 115C-521(E). Professional services will be rendered using a standard Buncombe County Schools professional contract or Purchase Order. The scope of work is described herein:

SCOPE OF WORK:

The architectural/engineering and construction specialists (Design Team) will review the School System's Security goals and standards, investigate existing conditions, develop or modify existing designs to address entrance and lobby improvements. The Design Team will assist the Joint Security Steering Committee to develop phased implementation plans with budgets and timelines. The School System's security consultant, Business Protection Specialists, Inc. (BPS), will contribute and review proposed design solutions and advise the Team accordingly. The work shall be done in accordance with school standards for security to reflect the school system's Level of Protection and approved Division 28 technology list, promote equity and to implement the improvements as funding becomes available.

PROJECT SCHEDULE:

The Design Team-work will begin upon agreement of the scope of work, timeline and contract execution, approximately July 13, 2020. First tasks will involve review of security standards and the School System prototypes developed jointly by the Facilities Department and security consultant, as well as identification of Phase One projects. Schematic design and budgets shall be developed for Phase One while preliminary plans and budgets are developed for prioritized future phases.

DESIGN TEAM COMPOSITION AND CAPABILITIES:

The Joint Security Steering Committee will evaluate Design Teams based upon their perceived experience and capabilities to evaluate existing conditions and effectively incorporate the School System's security standards into existing facilities. The Team's composition should include Architectural design professionals, PME engineer's, door hardware and code specialists, and a General Construction firm capable of providing planning, design, budgeting and construction services for turnkey project delivery.

SUBMITTAL REQUIREMENTS:

Five (5) copies of the submittals shall be made in an 8 ½" x 11" bound hardcopy format. Provide (1) electronic copy in pdf format on CD, DVD or flash drive. Limit responses to no more than 16 one-sided or 8 double -sided sheets. Submittals not meeting these requirements may not be considered. The submittal shall contain no less than the following:

- Cover sheet title: "Design Team Qualifications for Security Improvements for Buncombe County Schools", Date, Firm name and primary contact information. Provide link(s) to firm websites and/or optional supplementary information beyond the required submittal information.
- Letter of introduction stating interest, experience and unique qualifications and capabilities.

- Tab 1** Bio of firms, team members, project manager and design team members and/or firms to service the project including licenses and certifications. Provide a flow diagram graphically representing team organization, responsibilities and lead for each specialty clearly identified.
- Tab 2** A list of other projects with client references for which similar work has been performed.

SELECTION SCHEDULE:

Responses to this RFQ are due at NOON on June 2nd, 2020 to the Facilities Office of Buncombe County Schools, 175 Bingham Rd, Asheville, NC 28806.

Interviews may be requested and/or a shortlist of firms may be requested by the Selection Committee to submit additional information. Demonstration of school related experience, qualifications, scheduling, budget and cost control capabilities, experience with a general Contractor as part of the planning and implementation team will be of interest to the Committee. A selection and two alternates will be made in June 2020 and the Board of Education will consider the Selection Committee's recommendation at the June 30 meeting. If contract negotiations are not successful with the initial selection, the alternate selections will be contacted.

All submittals, questions and inquiries shall be sent to:

Tim Fierle, AIA
Director of Facilities
Buncombe County Schools
175 Bingham Road
Asheville, NC 28806
Phone: 828-255-5916
Email: tim.fierle@bcsemail.org

Under no circumstances shall contacts be made with other Buncombe County Schools' personnel or members of the Buncombe County Board of Education regarding this Request for Qualifications and selection process.

**End Request for Qualifications:
DESIGN TEAM SERVICES: ENTRANCE AND LOBBY RECONFIGURATIONS**