



Tony Baldwin, Ed.D., Superintendent

175 Bingham Road, Asheville, NC 28806
P 828.255.5921 F 828.255.5923
www.buncombe.k12.nc.us

MEMO TO: Mr. Ron Venturella

FROM: Tim Fierle, AIA
Director of Facilities

DATE: June 8, 2016

SUBJECT: RFQ: Additions & Renovations at Community High School, Avery's Creek Elementary School and North Buncombe Middle School

REQUEST FOR QUALIFICATIONS PROFESSIONAL SERVICES

The Buncombe County Board of Education requests submittals of qualifications from professional architects and their design teams to implement projects approved by the Buncombe County Board of Education.

The school system has identified capital improvement projects at Community High School, Avery's Creek Elementary School and North Buncombe Middle School. The scope of work to implement the improvements requires professional design, budgeting, document preparation, competitive bidding and construction administration services. The Facilities Department will serve as Owner support and primary contact for the projects.

Design teams will be chosen using a qualification-based selection process for the projects as follows:

1. Avery's Creek Elementary School Cafeteria Additions & Phased Additions & Renovations. The Planning Study is available by request via email to ron.venturella@bcsemail.org.
2. North Buncombe Middle School New Drive Entrance & Phased Additions & Renovations. The Planning Study is available by request via email to ron.venturella@bcsemail.org.
3. Community High School: Additions and Renovations. The Planning Study is available by request via email to ron.venturella@bcsemail.org.

Design teams will be contracted to perform design bid and construction administration services for the phase of the project approved by the Board of Education and future phases if approved by the Board.

All professional services will be procured through a qualification-based process in accordance with G.S. 143-64.31, G.S. 143.64.32 and G.S. 115C-521(E). Deadline for receipt of RFQs is Thursday, June 16th, 2016 by 3pm.

The qualifications submittal shall be five (5) sets of 8½" x 11" hardcopy submittals in a bound format (maximum 10 pages, single or double-sided) plus a PDF file of the submittal (on flash drive or CD/DVD), and contain no less than the following:

1. Cover sheet title: "Additions & Renovations at Community High School, Avery's Creek Elementary School, and North Buncombe Middle School for Buncombe County Schools"; date, firm name and contact information. Link to firm website and/or optional supplementary information.
2. Letter of introduction and interest stating specific project or projects for consideration as defined above.
3. Office, project manager and design team members and/or firms to service the project with bio of firm, team members and licenses and certifications. Flow diagram graphically representing team organization.
4. Documentation of experience, similar projects and references in support of qualifications.
5. Optional supplementary information.

All submittals, questions and inquiries shall be sent to:

Timothy Fierle, AIA
Director of Facilities
Buncombe County Schools
175 Bingham Road
Asheville, NC 28806
828-255-5916
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.