

RFQ 41-16
Issued: 10/17/16

**REQUEST FOR QUALIFICATIONS:
RE-ROOFING DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES**

Buncombe County Schools anticipates access to funds for three (3) major re-roofing projects in late 2016 and four (4) additional roof projects in 2017 at separate school campuses.

The Board of Education is hereby soliciting responses from interested architectural, engineering or Registered Roof Consulting firms. All professional services will be procured through a qualification-based selection process, without regard to fee, in accordance with G.S. 143-64.31, G.S. 143.64.32, and G.S. 115C-521(E). The scope of work is described herein.

Professional services will be rendered using a standard Buncombe County Schools professional contract.

SUMMARY OF PROJECTS:

Professional design services may be contracted on an as-needed basis for various re-roofing projects, individually budgeted between \$ 450,000.00 and \$ 2,000,000.00 for membrane and metal roof replacements through December 2018. Most roofs have been partially replaced in phases. This work continues the replacement phasing. Projects may include one, all or a combination of the following:

- Valley Springs Middle School: Assess and replace original low slope built up roof with membrane Repair and / or replace metal and composite roofed canopies connecting Valley Springs Middle School to Koontz Intermediate School.
- W.D. Williams Elementary School: Assess and replace existing EPDM roof with new low slope membrane roof.
- A.C. Reynolds High School: Assess and replace existing EPDM roof with new low slope membrane and metal roof panels.
- Enka Middle School: Three phases of metal retrofit roof have been constructed. Complete design of the metal roof retrofit over flat / ponding EPDM and TPO membranes.
- Administrative Services Building: Provide 10-12 year warranted coating system over EPDM low slope roof membrane.
- North Buncombe Middle School: Start phased replacement of 40 year old metal retrofit roof with new metal retrofit roof system.
- Cane Creek Middle School: Replace asphalt shingle roof with metal roof system overlay.

SCOPE OF WORK:

The Designer shall verify and document existing conditions at each roof area within the defined Scope of Work utilizing Buncombe County Schools' archives and field investigation. The field documentation shall include, but is not limited to: all roof features, changes in elevation, roof deck, existing roof materials, approximate age and condition of the roof, edge conditions and other physical features that are visible, obtained through core sampling, pull testing, IR testing and other available methods as necessary to provide base information for decision making, cost estimating and re-roof design. Design considerations will include analysis of roof drainage systems including underground drainage for adequacy and compliance with current codes. Design team will include engineering and testing professionals as required for complete design depending on the conditions of each project. Design team shall demonstrate weekly quality assurance visits as a part of the construction administration phase of work.

PROJECTS' SCHEDULE:

Funding for the work associated with the re-roofing is anticipated to be authorized by the Buncombe County Commissioners. Construction work for the first three projects shall be focused in the summer of 2017, but

may begin before or extend beyond the school summer recess. Remaining projects are anticipated to initiate in the following year.

SUBMITTAL REQUIREMENTS:

Four (4) 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 or flash drive. Limit responses to no more than 16 one sided or 8 double sided sheets. Proposals more than 16 one sided sheets may not be considered. The submittal shall contain no less than the following:

1. Cover sheet title: "Re-roofing Design Services 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. Lead designer for each specialty must be clearly identified.
4. A list of other client references for which similar work has been performed.
5. Reports or graphic illustrations of similar work performed.

HISTORICALLY UNDERUTILIZED BUSINESSES:

Pursuant to General Statute 143-48 and Executive Order #150, Buncombe County Schools invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.

The Contractor agrees in particular to maintain open hiring and employment practices and to receive applications for employment in compliance with all requirements of applicable federal, state and local laws and regulations issued pursuant thereto relating to nondiscriminatory hiring and employment practices. Each Prime Contractor shall undertake an affirmative action program to ensure that no person shall be excluded from participation in any employment activities because of age, sex, race, religion, color, national origin or handicap.

SELECTION SCHEDULE:

Responses to this RFQ are due at 3pm on Wednesday, November 9, 2016.

Interviews are not anticipated, however, a shortlist of firms may be requested by the selection committee to submit additional information. The selection committee will recommend several designers to the Buncombe County Board of Education for the referenced work, followed by negotiations for service fees for one or multiple projects per firm.

Selection committee recommendations are planned to be made to the Buncombe County Board of Education at the regular monthly meeting on Thursday, December 1, 2016.

All submittals, questions and inquiries shall be sent to:

Mary Beth Kingston, AIA
Assistant to Director of Facilities
Buncombe County Schools
175 Bingham Road
Asheville, NC 28806
Phone: 828-255-5916
Email: Marybeth.kingston@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: Re-Roofing Design and Construction Administration Services