



Henderson County Capital Projects

100 North King Street, Suite 206

Hendersonville, North Carolina 28792

Memorandum To: Interested Qualified Firms

From: *Thad Ninnemann*
Capital Projects Project Manager

Subject: *Request for Qualifications*
Design/Build: Henderson County Human Services Building Office
Buildout

Date: *October 10, 2019*

RFQ: Design Build Services for

Henderson County Human Services Building Office Buildout

Henderson County is accepting Statement of Qualifications from interested firms for the design and construction of a new office buildout within the Henderson County Human Services Building located at 1200 Spartanburg Highway in Hendersonville, NC 28792 until July 10, 2019, at the Henderson County Government Offices located at 100 North King Street Suite 206, Hendersonville, NC 28791 by 2:00 pm. The scope of the project will include the design and construction of a fully functioning, turnkey office buildout inclusive of, but not limited to, drywall and metal framing, doors and hardware, painting, flooring, acoustical ceiling systems, electrical for power, lighting, mechanical, and plumbing systems, mechanical systems inclusive of ductwork, dampers, supply and return grilles VAV's, HVAC controls, hot water piping, hot water valves, and plumbing inclusive of all piping, valves, and fixtures encompassing plus or minus 3600 square feet of space. The project has an estimated construction budget inclusive of design fees of \$300,000.00. The project may or may not be completed in two phases. The anticipated schedule will be an early start of mid-November 2019 and a substantial completion of February 28, 2020.



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The Statement of Qualifications should include the following, of which will be equally weighted, will be used to evaluate prospective firms in the selection process:

1. A brief description of the firm and its program of services with emphasis on the firm's history of successful construction projects in occupied buildings.
2. The project team and the individual qualifications of the members of the team.
3. A list of recent related project experience. The project experience of the project team and/or related experience within Henderson County is particularly important. In addition, each project listed needs to have past client contact information.
4. Submission of an explanation for project team selection shall consist of either of the following (Choose One):
 - a. An outline of the strategy the prospective design-builder plans to use for open contractor and subcontractor selection based upon the provisions of Article 8 of Chapter 143 of the General Statutes
 - b. A list of the license's contractors, licensed subcontractors, and licensed design professionals, whom the design-builder proposes to use for the projects design and construction.
5. Any other information that might be relevant to the selection process.
6. Additional references.

The prospective design-builder shall certify to Henderson County that each selected design professional who will be a member of the design-build team, including subconsultants, was selected upon demonstrated competence and qualifications in the manner provided by G.S. 143-64.31. Payment and performance bonds will be required of the selected design-builder in accordance with the provisions of Article 3 of Chapter 44A of the General Statutes.

Qualifications are due:

October 16, 2019 by 2:00 pm

Henderson County Government Offices

Attention: Thad Ninnemann

100 North King Street, 2nd Floor, Suite 206

Hendersonville, NC 28791



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Hendersonville, North Carolina 28792

Location of Work: Henderson County Human Services Building
1200 Spartanburg Highway
Hendersonville, NC 28792

As a general guide to prospective proposers, the Professional Services selection procedures adopted by North Carolina, appropriately modified by Henderson County, will be employed in this process. All proposals must include all aspects of North Carolina law and Henderson County policy. The owner retains the unqualified right to reject any and/or all proposals. The owner may or may not interview potential candidates to assist in the selection process. The selected firm will be qualified and selected based on the information contained in their respective submitted qualification packages.

See “Doing Business with Henderson County” for general information and Henderson County Insurance and Bond Requirements along with Minority Business Participation Guidelines at <https://www.hendersoncountync.gov/county/page/doing-business-henderson-county>

As a party wishing to contract or otherwise do business with Henderson County, You must understand that you have a duty (imposed by North Carolina law in 2013), as a condition of payment for goods provided or services rendered, to Comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (E-Verify). Further, if you provide the goods and services to the County utilizing a subcontractor, you must require the subcontractor to comply With the requirements of Article 2 of Chapter 64 of the General Statutes as well. You are required to verify, by affidavit, compliance of these terms of this Section upon the County’s request.

For coordination, the primary contact for project information will be Thad Ninnemann, HC Capital Projects Project Manager, 828-577-1501, or at TNinnemann@Hendersoncountync.gov