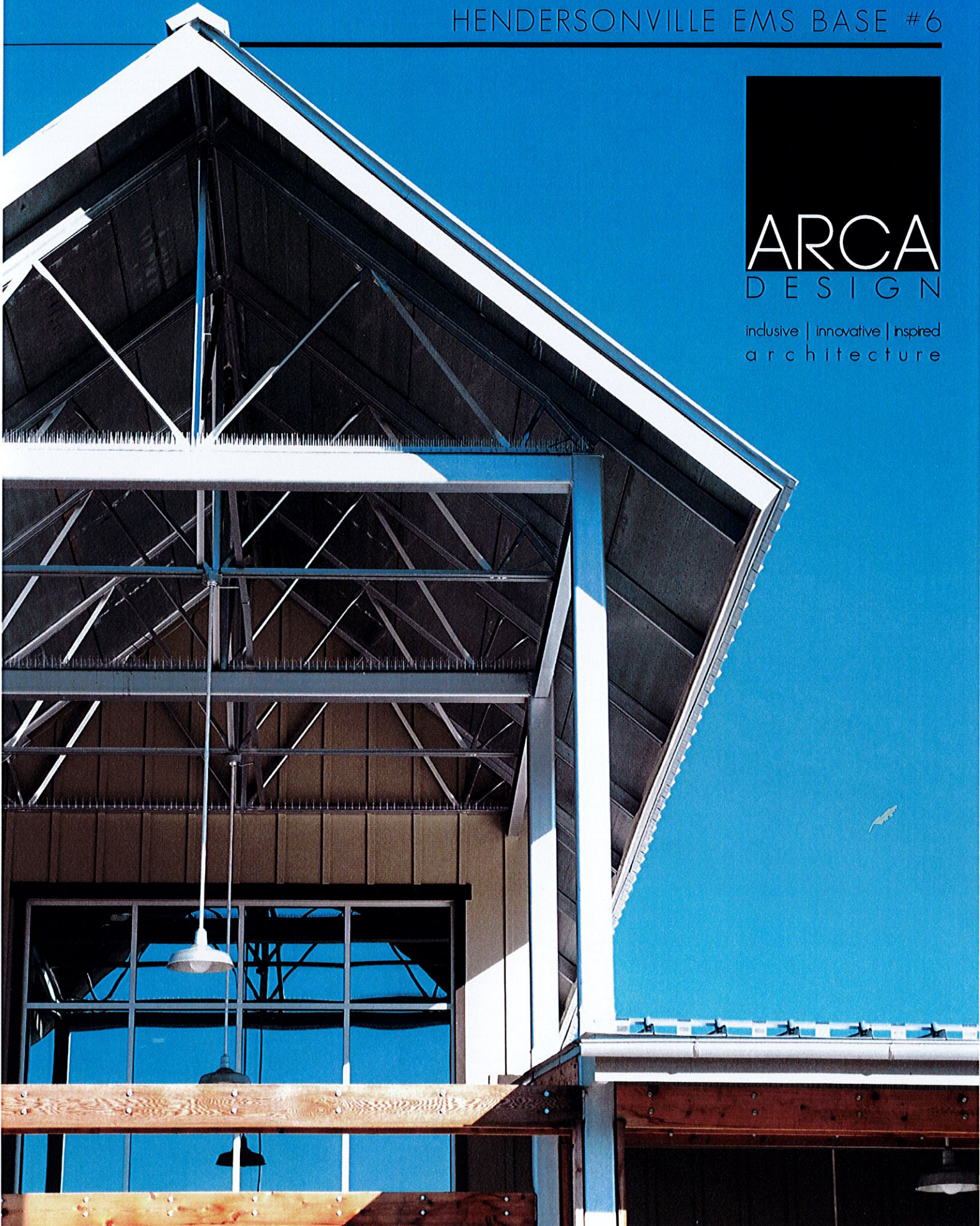


HENDERSONVILLE EMS BASE #6

ARCA
DESIGN

inclusive | innovative | inspired
architecture





July 15, 2022

Henderson County Historic Courthouse
Attn: Marcus A. Jones, PE
1 Historic Courthouse Square
Hendersonville, NC 28792

RE: Architectural Services for EMS Base #6

Dear Mr. Jones,

Thank you for the opportunity to provide our qualifications for the interior renovation of EMS Base #6. With our submission we offer the following approach and qualifications for your consideration. We understand that our qualifications are being reviewed for the design, analysis, and construction administration for the renovation and upfit of the existing police station into new space for EMS Base #6.

ARCA Design has extensive experience working in the Asheville region on projects of similar size and scope, with similar requirements. From that work, we have developed strong relationships with members of the local design and construction community that help ensure the delivery of quality work in an efficient manner. Most importantly, we also have long-established relationships with city staff and elected representatives. Our staff has produced government services projects and interior renovation projects that include: Valley Hill Volunteer Fire Department Station #2, Mitchell County EMS, and Ferguson Family YMCA. We are confident in our ability to provide in-depth expertise and adequate staffing for the project to deliver design services to meet the city's standards and schedule.

Firm Background

ARCA Design, PLLC is a five-person architectural firm located in Asheville, NC. We specialize in contextual based design that best serves our clients' interests. ARCA is Latin for ARK, a container that affords protection, safety, and shelter. Our company was established on the principle that innovative architecture is inspired through the inclusion of the goals, ideas and aspirations of our clients. We believe that architecture should be created as a collaborative effort achieved through dialogue, rather than just applying previous solutions to new opportunities. In all of our projects, we encourage a participatory design approach that creates architectural solutions tailored to the needs and desires of our clients in a community-grounded response.

Alan McGuinn, FAIA and Bryan Moffitt, AIA formed the office in 2011 as principals and equal partners after working together at another Asheville firm for several years. Our company is located at 12 Church Street, Asheville, NC and is currently comprised of three registered architects and two architectural designers.

Regards,

A handwritten signature in black ink, appearing to read 'Bryan Moffitt', is written over a light blue horizontal line.

Bryan Moffitt, AIA
bryan.moffitt@arca-design.com
828-808-9925



Request for Qualifications: Professional Architectural Services for City of Asheville Fire Station #4

DEMONSTRATED FIRM EXPERIENCE

After working in the community for more than 25 years, the best way to exhibit our experience and relevant project performance is through our representative projects shown on the following pages. These projects include examples of local government service buildings and projects of similar scope, site conditions, and budget restraints to those of the renovation of Fire Station #4.

Local Government Services

- Valley Hill Volunteer Fire Department Station #2, Hendersonville, NC

Projects with similar site conditions and/or programmatic requirements

- Ferguson Family YMCA, Candler, NC
- Mitchell County EMS, Bakersville, NC

CLIENT REFERENCES

Valley Hill Fire Department

Tim Garren
(828)692-2581
timgarren@valleyhillfire.com

Mitchell County EMS

True Morse, Mission Health System
(828)213-4010
true.morse@msj.org

YMCA of WNC - Ferguson Family YMCA

Bryan Messing, PMP, Association Director of Facilities and Risk Management
(828)575-2905
bmessing@ymcawnc.org

LITIGATION OR ARBITRATION

ARCA Design, PLLC has not had any litigation or arbitration from clients, consultants, or any other parties.

CONFLICTS OF INTEREST

ARCA Design, PLLC is not aware of any conflicts of interest, as we have no employees or family of employees or other interests associated with the City of Asheville.

**VALLEY HILL
VOLUNTEER FIRE
DEPARTMENT #2
2014**



**HENDERSONVILLE,
NC
HENDERSON
COUNTY**

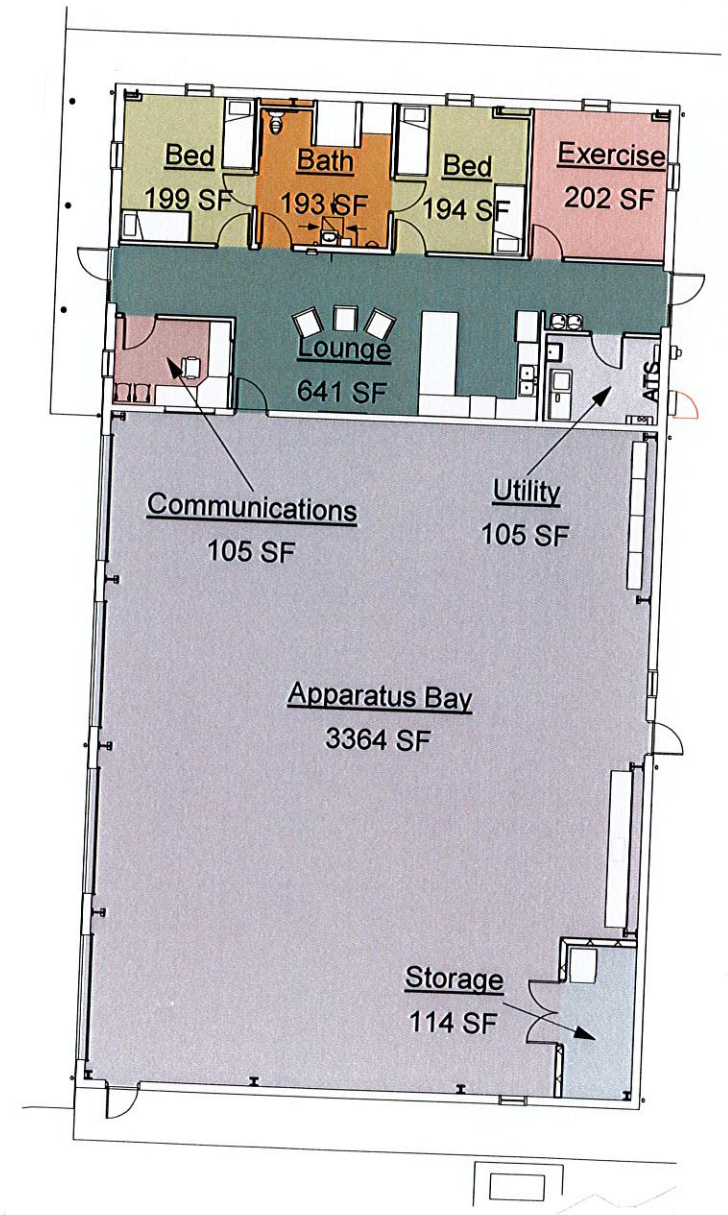
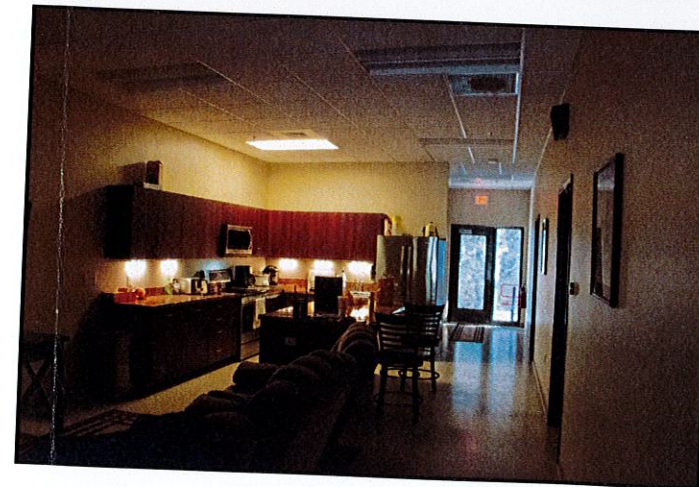
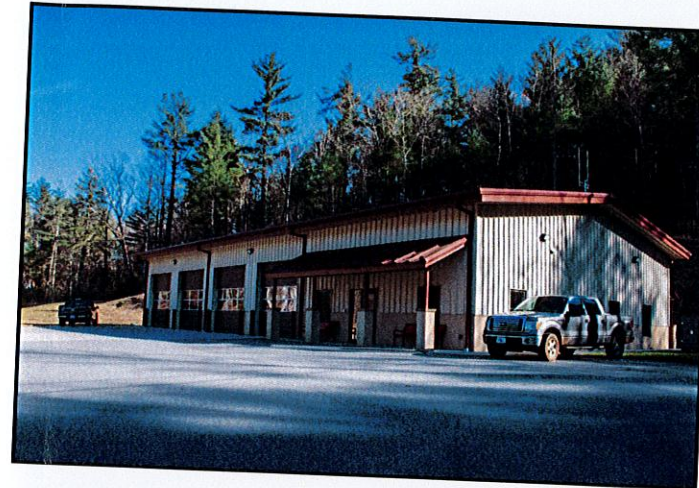
VISION AND VALUES

The Valley Hill Volunteer Fire Department facility was provided under a design-build arrangement with A-B Construction. Fire Chief Tim Garren needed a facility that provided the required space for his men and equipment that also reflected the values of his community, including the frugality and economy of means of a lean construction budget. While simple in concept, the design was tuned to maximize the value of the building while minimizing expenditures. The building incorporates a partial sprinkler system and

fire separation of the apparatus bay with the dayroom and sleeping quarters as a cost control measure. The building design was mirrored during the design process to better accommodate site access and vehicular circulation. The end result is a building design that met the goals and expectations of the client, on time and within budget.

PROJECT TEAM

Project Architect: Bryan Moffit, AIA
Structural Engineer: Dunn Structural Engineering, PLLC
PME Engineer: Gillam Engineering, PA
Civil Engineer: WGLA Engineering



Initial Design Concept

**MITCHELL
COUNTY
EMS
2015**

**BAKERSVILLE,
NC
MITCHELL
COUNTY**

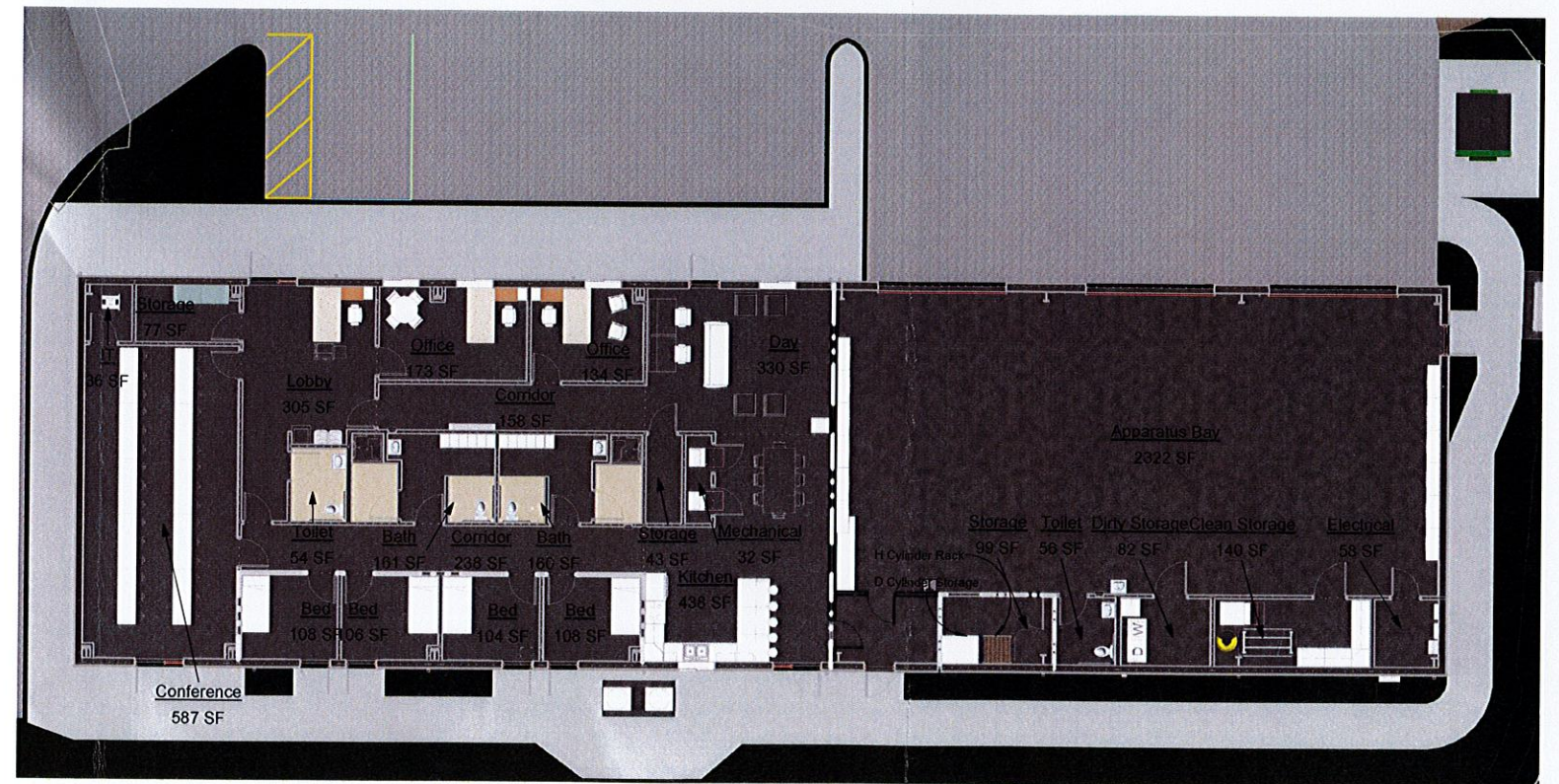
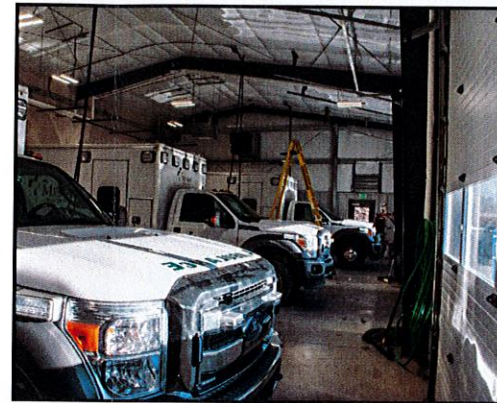
GOAL ACHIEVEMENT

ARCA Design worked within a design-build agreement with Cooper Construction for our client Mission Health to provide a new EMS facility that replaced an aging and inadequate shared use facility in a rural area. Mitchell County and Mission Health needed a facility that contained the necessary program elements while also incorporating flexibility for the lowest cost possible. The new facility incorporated program elements such as a three-vehicle apparatus bay, dayroom, offices, sleeping and showering quarters, and a conference area. Working to a tight budget, ARCA Design developed a plan that maximized the

efficiencies of circulation and storage while meeting the stringent requirements for a medical environment that also involves vehicles. Secure drug storage, oxygen bottle storage, and separate dirty and clean storage areas are all necessities in emergency medical service facilities. ARCA Design provided a solution that is flexible, expandable, easily maintained, and within budget.

PROJECT TEAM

Project Architect: Bryan Moffit, AIA
Project Designer: Nate Webster, AIA
Structural Engineer: Dunn Structural Engineering, PLLC
PME Engineer: Gillam Engineering, PA
Civil Engineer: Mercer Design Group



Final Site Area Plan

**FERGUSON
FAMILY
YMCA
2017**



**CANDLER, NC
BUNCOMBE
COUNTY**

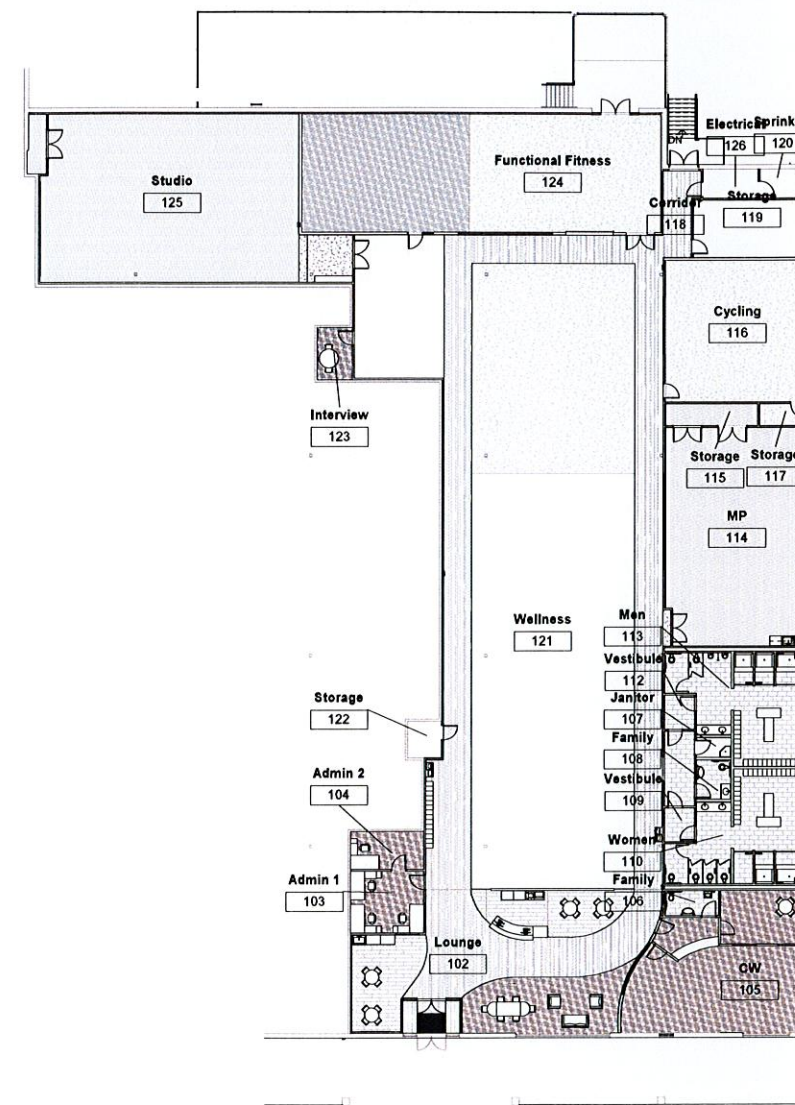
COLLABORATIVE PROCESS

With the desire for new growth, the YMCA is now making a difference in the lives of the Candler community with their new facility in the renovated space that was once storage for the Asheville Savings Bank. This facility provides users with a wellness floor that has all types of aerobic machines and is surrounded by an indoor walking track. Other amenities that are included are: a multi-purpose room, child care, administrative offices, family and gender based locker rooms, a large studio and a functional fitness area that has access to an outdoor area for future fitness activities.

Throughout schematic design, design development, construction documentation, and construction administration, ARCA's early involvement and collaboration with the client birthed a renovated, modern industrial space with family-friendly amenities. The entire design process incorporated in-office collaborative meetings with core YMCA staff and their consultants. With the detailed teamwork between the YMCA and ARCA, this project met its design and construction goals.

PROJECT TEAM

Project Architect: Bryan Moffit, AIA
 Project Designer: Cindy Webster
 Structural Engineer: N/A
 PME Engineer: Gillam Engineering, PA
 Civil Engineer: N/A



Final Floor Plan





Management Plan

The proposed design team has been a successful combination in a number of ARCA Design's previous projects, particularly those with similar challenges and parameters to that of the EMS Base #6 project. After visiting the project site and meeting with representatives from the City of Hendersonville and the Hendersonville Fire Department, some of the key parameters and challenges presented by the project include but are not limited to:

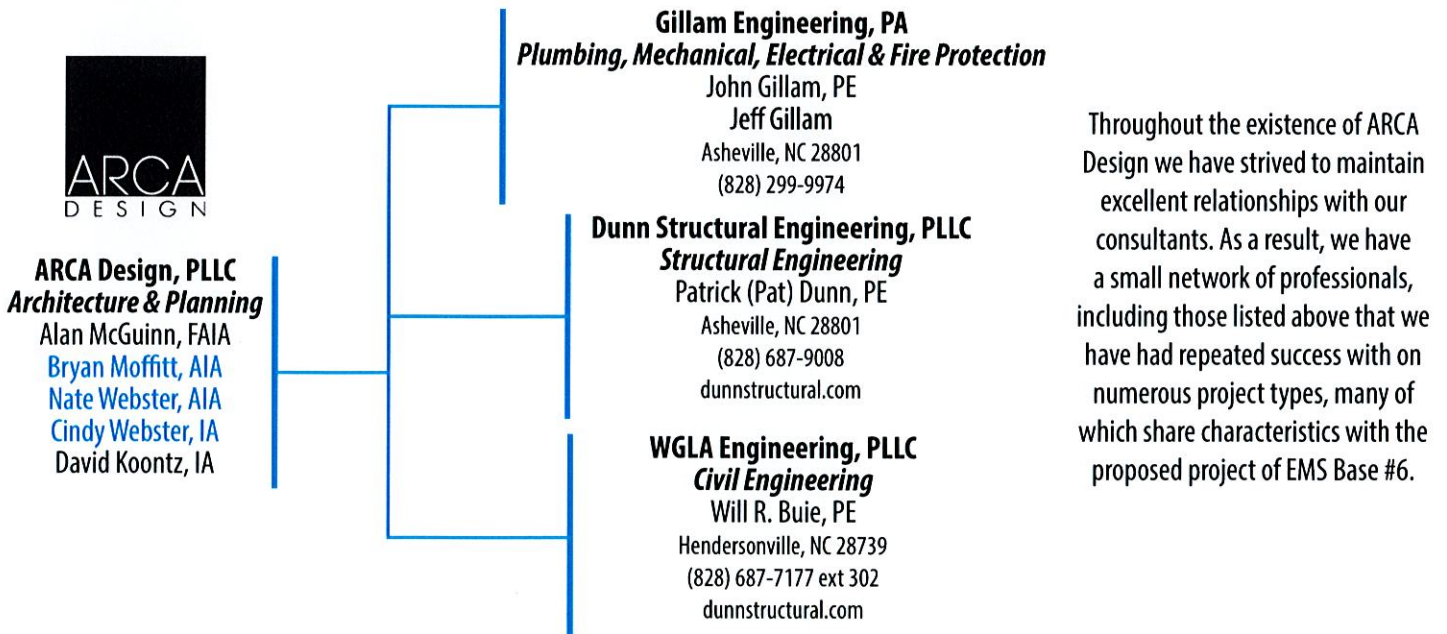
- Working with an existing structure
- Integrating with existing building systems
- Consideration of emergency response team procedures
- Time-sensitivity
- Cost-sensitivity

Bryan, Nate, and David have all worked together to successfully provide design services on numerous projects with similar characteristics and are confident they will be able to continue that for the project-at-hand.

Bryan, functioning as the Principal in Charge, will use his years of experience to assist the team from initial concept to final punch list. This will include quality assurance throughout the entire design process, participation in design charrettes, and providing feedback on solutions at various stages of the project. Nate, as the Project Architect, will participate in all aspects of the design and construction administration, as well as ensuring that solutions and design decisions meet the client's needs as well as satisfy all code requirements. In addition, Nate will manage coordination with consultants, as well as be the primary contact between the design team and the project team from the City of Asheville.

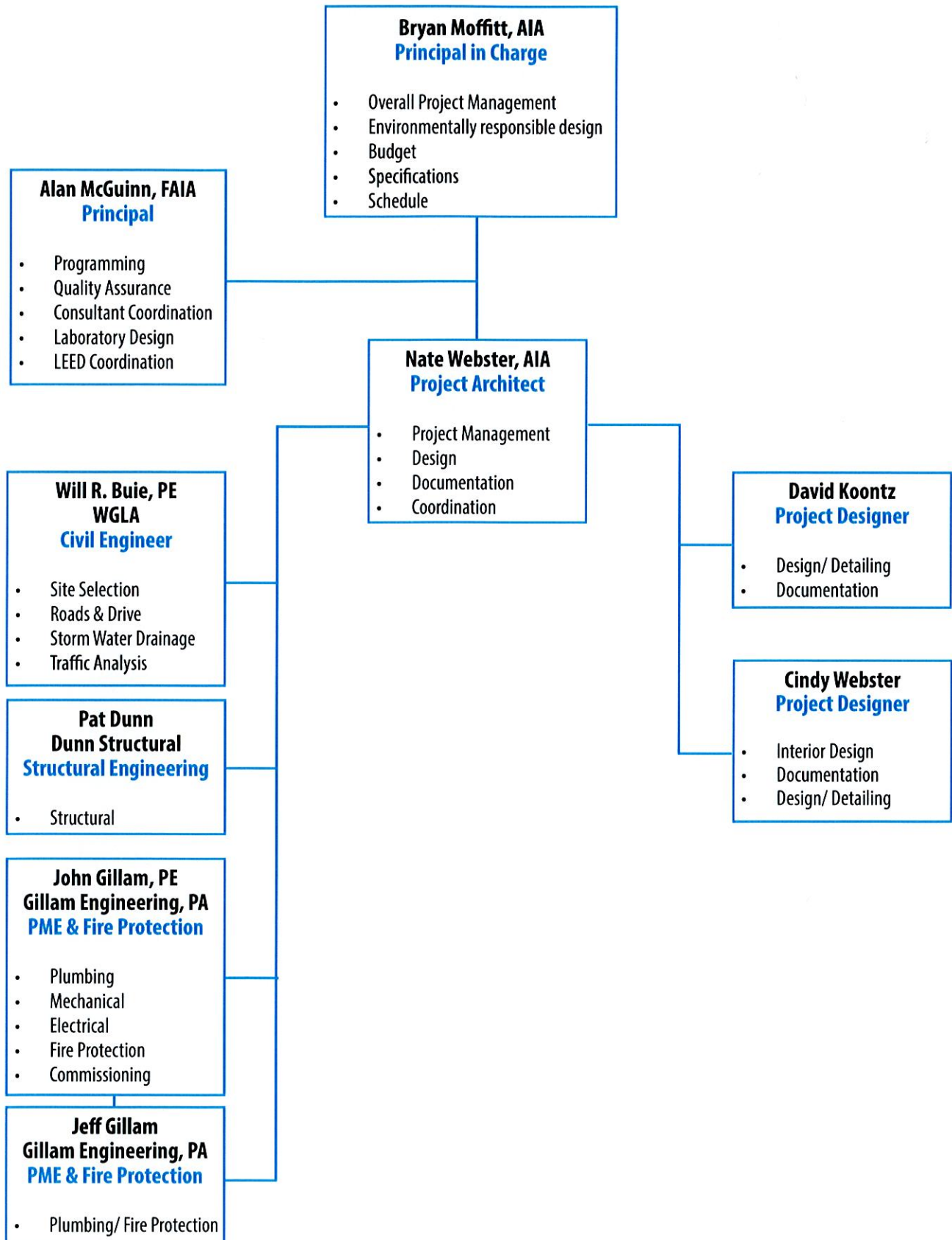
David's role as Project Designer will entail participation in all phases of the design process and generation of various components from the construction documents through construction administration.

Team Organization Chart



Throughout the existence of ARCA Design we have strived to maintain excellent relationships with our consultants. As a result, we have a small network of professionals, including those listed above that we have had repeated success with on numerous project types, many of which share characteristics with the proposed project of EMS Base #6.

TEAM ORGANIZATION CHART

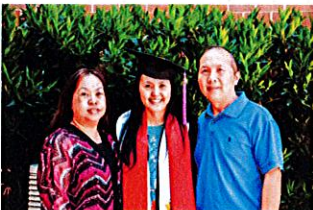


		<i>Design</i>	<i>Estimating/Construction</i>
2022	August	Existing Structure & Programming Analysis Present Findings Conceptual Design	Review Designs
	September	Design Development	Generate Third-Party Preliminary Budgeting Analysis
	October - December	Construction Documents	
2023	January	Complete Construction Documents Permitting Bidding & Negotiation	Invite General Contractors for Bidding
	February		Selection of General Contractor
	March	Construction Commencement	Mobilization
	October	Construction Completion	Project Closeout

As shown in the estimated project schedule above, ARCA Design is confident in our strategy and commitment to meet the Preliminary Project Schedule presented by the City of Hendersonville in the RFQ solicitation.

Cost Control Techniques

Knowing that cost is a preliminary concern for the project, ARCA Design will make decisions with this in mind while striving to satisfy the needs of the project. We also have experience with making design adjustments to meet budget restraints if that becomes a requirement after working with the third-party estimator.



MBE/WBE Participation

ARCA Design is proud to have Cindy Webster as a key member of our design team. Cindy is of Hmong ethnicity and her parents immigrated to the United States from Laos in the 1980s. Cindy is also a licensed architect among our group here at ARCA Design.

FEE Schedule

ARCA Design will charge an hourly rate of \$150/ hour for all office staff.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/13/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Management Consultants, Inc. P.O. Box 2490 Davidson NC 28036	CONTACT NAME: PHONE (A/C, No, Ext): (704) 799-1600 FAX (A/C, No): (704) 799-2955 E-MAIL ADDRESS: cert@imcipls.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED ARCA Design, PLLC 12 Church Street Suite 25 Asheville NC 28801	INSURER A: XL Specialty Insurance	NAIC # 37885
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 22/23 PL Renewal

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
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							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$
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							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
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								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A	Professional Liability			DPR 9987201	01/01/2022	01/01/2023	Per Claim	\$1,000,000
							Aggregate	\$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Specimen Copy

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Karen McCabe

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The logo consists of a solid black square. Inside the square, the word "ARCA" is written in a large, white, serif font. Below "ARCA", the word "DESIGN" is written in a smaller, white, sans-serif font, with each letter spaced out.

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DESIGN

inclusive | innovative | inspired
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(877) 272-2057

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