



Henderson County Capital Projects

100 North King Street, Project Management
Hendersonville, North Carolina 28792

Memorandum To: Interested Qualified Firms

*From: Bryan W. Rhodes
Henderson County Capital Projects Director*

*Subject: **RFQ: Construction Manager at Risk for the Henderson County Sports Complex
at Berkeley Park Baseball Field
Hendersonville, NC***

Date: September 2, 2026

RFQ: Construction Manager at Risk

Henderson County is accepting qualifications for a Construction Manager at Risk, for historic preservation and renovation of the Berkeley Park Baseball Field, located in Hendersonville, NC. Interested qualified firms should submit **sealed** proposals, with 7 hard copies, for Construction Manager at Risk, to the following address as detailed below, no later than 2:00pm on September 29, 2026.

Bryan W. Rhodes
Henderson County Capital Projects Director
100 N. King St., Project Management Suite
Hendersonville, NC, 28792

****Note** - It is the submitting firm's responsibility to make sure the submittal reaches the owner, by the date and time mentioned above. Henderson County is not responsible for any courier service.**

Proposed Scope of Service:

The selected CMR firm will work with Henderson County's Project Management team, and the County's architect/design firm, Michael Graves, to complete the project. The services requested must be by a firm with CMR experience and will be inclusive of both pre-construction and construction services.

Project Overview:

The overall project scope is to renovate the Historic Berkeley Park Baseball Field, while preserving its historic nature. All necessary knowledge of programming/installation of building system components, including but not limited to HVAC, plumbing, electrical, structural, electronic security, AV equipment, data, interior, and exterior finishes, envelope/enclosure, outdoor field construction, and parking, associated with a yet to be finalized design criteria and scope, are to be included in the project scope. A part of the CMR's scope will be the necessary programming with Henderson in order to provide cost estimates and schedules for project approval. Additionally, the CMR's services will be to provide the necessary Pre-Construction and Bid Administration for the bidding process and awarding of the trades, to ensure project success.



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**Although the exact cost for this project is yet to be determined, the estimated all-in cost is 2-3 million dollars.

Format for Statements of Qualifications:

Each proposal submitted (7 hard copies), in response to this solicitation should address the following elements:

- (1) Workload that is fully able to accommodate the addition of this project.
- (2) Records of successfully completed projects of similar scope without major legal or technical problems.
- (3) Previous experience with the Owner, a good working relationship with Owner representatives, have completed projects in a timely manner and have performed an acceptable quality of work.
- (4) Key personnel that have appropriate experience and qualifications.
- (5) Relevant and easily understood graphic or tabular presentations.
- (6) Completion of CM-at-Risk projects in which there were little differences between the GMP and final cost.
- (7) Projects that were completed on or ahead of schedule.
- (8) Recent experience with project costs and schedules.
- (9) Construction administration capabilities.
- (10) Proximity to and familiarity with the area where the project is located.
- (11) Other factors that may be appropriate for the project.

Please note, firms may submit prior work product that shows their competence as it relates to this RFQ. However, firms may NOT submit work products or designs for the project described in this RFQ. Firms can NOT submit an estimated total fee, total contract price, or an estimation of hours involved in completing the project in response to this RFQ.



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Selection Process:

Proposals submitted by the deadline will be evaluated by a not yet determined selection committee, comprised of staff from Henderson County and Henderson County Public Schools. Each firm will be evaluated based upon the following weighted criteria.

The following criteria will be used to evaluate the solicitations:

Category	Points	Rationale
Firm Experience	15	Overall capability and portfolio strength
Project Record (Comparable Projects)	15	Direct relevance to this project type/size
Prior Projects – On Time / On Budget Performance	10	Proven delivery reliability
Prior Projects – GMP vs Final Cost Accuracy	10	Cost control & estimating accuracy
Recent Experience with Similar Budgets	10	Familiarity with current market pricing
Key Personnel	10	Strength of assigned team (not just firm resume)
Construction Administration Capabilities	10	Oversight, quality control, documentation
Previous Experience with Henderson County	5	Knowledge of local processes
Proximity & Familiarity with Henderson County	5	Responsiveness & local relationships
Presentation / Interview	5	Communication, clarity, preparedness
Other Relevant Factors	5	Safety record, litigation history, financial stability

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 the selection process, and weighed as noted above. All proposals must include all aspects of North Carolina law and Henderson County policy. The owner may or may not interview potential candidates to assist in the selection process.

Standard of Award:

The standard of award for this Request for Qualifications will be based on the demonstrated competence and qualifications of the firms to provide Construction Manager at Risk services for the historic preservation and renovation of the Berkeley Park Baseball Field. Proposals will be reviewed after opening and will be ranked in order of choice based on selection criteria, at which point, contract negotiations will begin with the most qualified firm. The County reserves the right to interview any or all firms, as it deems necessary. Should negotiations fail with the initial qualified firm, the County may, at its discretion, continue negotiations with lower ranked qualified firms. The County shall not be bound or in any way obligated until both parties have executed a contract. The County reserves the right to delay the award of a contract or to not award a contract.



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Henderson County reserves the unqualified right to reject any and/or all statements of qualifications, and to waive any informalities in so far as it is authorized to do so and further specifically reserves the right to make the award in the best interest of the County. Qualified firms interested in providing qualification statements or having questions for this project may contact Bryan Rhodes @ brhodes@hendersoncountync.gov

CMR Requirements

The CMR shall contract directly with the County for all construction; shall publicly advertise as prescribed in NCGS 143-129; and shall prequalify and accept bids from first tier sub-contractors for all construction work under this section. The CMR shall use the prequalification process determined by the County in accordance with NCGS 143-135.8, provided that the County and the CMR shall jointly develop the assessment tool and criteria for the specific project, which include the prequalification scoring and minimum required score for prequalification on the project (refer to Henderson County Pre-Qualification Policy). The County shall require the CMR to submit its plan for compliance with NCGS 143-128.2 for approval by the County prior to soliciting bids for the project's first-tier subcontractors. The CMR shall act as Henderson County's fiduciary in handling and opening the bids.

Payment and Performance Bonds

The CMR shall provide Performance and Payment Bond issued and guaranteed by a North Carolina-licensed insurer in the amount of 100% of an event's estimated contract cost and the bond shall continue throughout the contract execution period, from when the County issues a Notice to Proceed and Purchase or Contract Order, until such time as the scope of work contained in the contract is completed as determined by the County.

Bonds shall remain in effect until final acceptance of the project by the County or when final payment becomes due for a County Purchase Order initiated project or until the County determines the bond may be reduced or is no longer required. The Performance Bond and the Payment Bond shall be executed by one or more surety companies legally authorized to do business in the State of North Carolina and shall become effective upon the execution of the Purchase Order.

The surety bonds must be in the form as provided by Surety Association of America, the American Institute of Architects (AIA-A312), Associated General Contractors of America, Engineers Joint Contract Documents Committee, American Consulting Engineers Council, American Society of Civil Engineers, and the Construction Specification Institute without any variations in the standard forms, or in any other forms authorized by North Carolina General Statute.

Licensure

The CMR shall be a Licensed General Contractor in the State of North Carolina.



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Compliance with Legal Requirements

This Procurement will be in accordance with N.C.G.S. 143-128.1 and all applicable state and local laws, and Owner policies and procedures.

Terms and Conditions:

Any proposal submitted to Henderson County shall be deemed to include all the Terms and Conditions shown in the document found online at

https://www.hendersoncountync.gov/sites/default/files/fileattachments/henderson_county/page/42611/terms_and_conditions_02.23.2022.pdf

These Terms and Conditions, which refer to a “purchase order”, shall be deemed to be included in any contract entered into as a result of this Request for Qualifications (“RFQ”).

Any attempt by a proposed contracting party (the “Bidder”) under the RFQ to exclude any of these Terms and Conditions shall cause any Proposal made in response to this RFQ to be deemed to be non-responsive (unless Henderson County has notified the Bidder that the funding source for the goods or work sought under this RFQ is not federal funds, in which case those provisions under number 15 of the Terms and Conditions (and all subparts thereunder) may be excluded from a Proposal.