



REQUEST FOR QUALIFICATIONS

RFQ#09-8000q

REQUEST FOR QUALIFICATIONS FOR GEOTECHNICAL ENGINEERING, MATERIALS TESTING AND SPECIAL INSPECTIONS FOR NEW FRANKLIN HIGH SCHOOL & HIGHLANDS SCHOOL ADDITION

ISSUE DATE: September 25, 2024

ISSUING DEPARTMENT:
MACON COUNTY FINANCE DEPARTMENT
5 WEST MAIN STREET
FRANKLIN, NC 28734
PHONE: (828) 524-1640
FAX: (828) 349-2520
ATTN: LINDSAY LEOPARD, ACCOUNTANT/PURCHASING AGENT
lleopard@maconncc.org

**RESPONSES WILL BE RECEIVED UNTIL
OCTOBER 14, 2024 AT 4:00 p.m.**

RESPONSES ARE TO BE SEALED AND MAILED VIA USPS TO THE ABOVE ADDRESS OR DELIVERED TO THE MACON COUNTY FINANCE DEPARTMENT LOCATED IN THE MACON COUNTY ANNEX BUILDING AT 5 WEST MAIN STREET, FRANKLIN, NC 28734

MACON COUNTY, NORTH CAROLINA

RFQ No. 09-8000q

September 25, 2024

REQUEST FOR QUALIFICATIONS FOR GEOTECHNICAL ENGINEERING, MATERIALS TESTING AND SPECIAL INSPECTIONS FOR NEW FRANKLIN HIGH SCHOOL & HIGHLANDS SCHOOL ADDITION

Pursuant to General Statutes of North Carolina, Section 143-64.31, as amended, responses to Request for Qualifications (RFQ), subject to the conditions and specifications herein are being requested by Macon County from qualified firms interested in providing geotechnical engineering, materials testing and special inspections portion of the work for the construction phase of the new Franklin High School and Highlands School addition. **Provide three (3) print copies of the submittal and one digital (USB). Responses to Request for Qualifications will be received by Macon County until 4:00 p.m. local time October 14, 2024.** Do not transmit any submittal information via email or any other type of electronic format.

MAILING INSTRUCTIONS

1. Firms shall submit a complete, fully executed RFQ document.
2. If mailed, response should be forwarded by certified U.S. Postal Service. Please address and mark your bid as shown below.

<p>MACON COUNTY FINANCE DEPARTMENT ATTN: LINDSAY LEOPARD 5 WEST MAIN STREET FRANKLIN, NC 28734 RFQ NO 09-8000q</p>

If forwarded other than by U.S. Postal Service, delivery must be made directly to **MACON COUNTY ANNEX BUILDING
AT 5 WEST MAIN STREET, FRANKLIN, NC 28734**

NOTE: IF MAIL OR DELIVERY BY ANY OTHER MEANS IS DELAYED BEYOND THE DEADLINE FOR RESPONSES TO REQUEST FOR QUALIFICATIONS, RESPONSES THUS DELAYED WILL NOT BE CONSIDERED.

PROJECT SCOPE OF SERVICES

Macon County is accepting qualifications for geotechnical engineering, materials testing and special inspections for the construction phase of upcoming construction projects on the campus of Franklin High School and Highlands School.

Franklin High School: This project is the construction of a new high school facility of approximately 277,000 SF, a new athletics stadium with auxiliary buildings, demolition of existing facilities and associated site-work on the approximately 27-acre site of the existing high school campus. The new work has an estimated construction cost of \$123,000,000 and will be provided through a Construction Manager at Risk delivery method. The project location is Franklin High School, 100 Panther Drive, Franklin, NC 28734.

Anticipated Project Schedule: *subject to change by Owner and CM at Risk*

- Start of Construction: approximately October 31, 2024
- New Stadium Completion: approximately January 2026
- New High School Completion: June 2027
- Building Demolition and final phase site work Completion: March 2028

Highlands School: This project is the construction of a new 2-story, 4-classroom addition on deep foundations and associated sitework at the existing middle school building on the campus of Highlands School. The new work has an estimated construction cost of \$5,000,000 and will be provided through a Construction Manager at Risk Delivery method. The project location is Highlands School, 545 Pierson Drive, Highlands, NC 28741.

Anticipated Project Schedule: *subject to change by Owner and CM at Risk*

- Start of Construction: approximately October 28, 2024
- New Addition Completion: August 2025

Qualified firms may be selected by the owner for one or both projects described above, at the sole discretion of the Owner. Contracts with selected firms will be issued separately for each project. Interested firms with a preference for being considered for a specific project should indicate their project preference within their RFQ Response.

MINIMUM REQUIREMENTS AND QUALIFICATIONS

Respondents, both corporate and individual, must be fully licensed and certified for the type of work to be performed in the State of North Carolina, at the time of submittal of their response to this Request for Qualifications (RFQ). Should the Respondent not be fully licensed and certified, its submittal will be rejected. The selected firm will be required to furnish proof of Professional Liability Insurance coverage in the minimum amount of \$1,000,000.

CONTENT OF RESPONSE TO REQUEST FOR QUALIFICATIONS AND SUBMISSION REQUIREMENTS

The Respondent shall submit the following required information/documents with sufficient depth and breadth necessary to substantiate his or her ability to perform the services being sought by Macon County. Failure to provide the required information may result in rejection of the submittal.

1. Provide a brief description of the firm and its program of services with emphasis on construction phase geotechnical and special inspections qualifications.
2. Provide the project team and the individual qualifications of the members of the team.
3. Provide a list of at least three (3) recent related project experiences. The project experience of the project team and/or related experience within Macon County is particularly important. In addition, each project listed needs to have past client contact information.
4. Provide an hourly rate fee schedule. **DO NOT PROVIDE A TOTAL PROJECT COST.**
5. Provide a copy of a certificate of insurance that identifies current levels of insurance in areas of general liability, automobile liability, workers compensation and professional liability.
6. Provide the executed Non-Collusion Affidavit from page 6 of this RFQ.
7. Submittals shall be printed on 8½" x 11" paper, include front and back covers and Table of Contents. Submittal shall be side bound and include reference tabs for key sections.

PROPOSED RFQ SELECTION SCHEDULE

Issue date of RFQ: September 25, 2024

Deadline to submit questions: October 7, 2024 by 4:00 pm

Due date of RFQ: October 14, 2024 by 4:00 pm

Committee evaluation of RFQ: Week of October 14, 2024 (tentative)

Board of County Commissioners approve selection: November 12, 2024 (tentative)

INQUIRIES

All requests for clarification or additional information must be submitted in writing to Jack Morgan at jmorgan@maconnc.org. Project construction documents, design phase geotechnical reports and Statement of Special Inspections can be provided upon request by emailing Emily Kite at emilykite@ls3p.com.

ADDENDA

Responses to inquiries, if any, will be addressed in a written addendum. If revisions to this RFQ become necessary, the County will issue a written addendum. Any addenda will be posted on the County's website at www.maconnc.org.

SELECTION PROCESS

Macon County intends to ensure that all technically qualified individuals/firms are provided the opportunity to be considered for providing professional engineering services to Macon County. The individual/firm that is most qualified to conduct this scope of work and meet the needs of Macon County will be selected.

A committee consisting of representatives from both the County and the School System will evaluate the proposals. The committee will make a selection based on the firm's level of interest, qualifications and expertise. After the selection has been made, the committee will make a recommendation to the Macon County Board of Commissioners. The most qualified firm will be notified and the County will commence negotiations with said firm to develop a fee proposal. If the County and firm cannot reach an agreement, negotiations will terminate and the County will commence fee negotiations with the next most qualified firm.

GENERAL COMMENTS

All qualifications responses, inquiries or correspondence relating to this RFQ will become the property of Macon County when received and will not be returned.

Macon County reserves the right to reject any and all responses, or any portions thereof, or select responses, which, in its opinion, are in the best interest of the County.

Macon County reserves the right to waive any informalities and any technicalities or to cancel the RFQ in part or in its entirety if it is in the best interest of the County. This solicitation in no way obligates the County to award a contract.

The County shall not be liable for any expenses incurred by Respondents in connection with the preparation of a response to this RFQ. Respondents should prepare their submittal providing a straightforward and concise description of the Respondent's ability to meet the requirements of this RFQ. Unnecessarily elaborate brochures, artwork, expensive paper, bindings, visual and presentation materials, beyond that sufficient to present a complete and effective response to this RFQ is not desired.

Respondents are requested to refrain from contact with the committee members, school system employees, or county employees regarding this solicitation, except for written communication described in this RFQ.

Macon County reserves the right to approve all personnel working on Macon County Schools projects. Key professional staff may not be removed, reassigned, or replaced without prior approval from Macon County.

The County encourages participation by minority and women-owned businesses and respondents should be prepared to provide evidence of such classification and/or attempt to engage such firms within the qualification package.

Macon County reserves the right to select qualified firms for one or both projects described above, at the sole discretion of the Owner. Contracts with selected firms will be issued separately for each project. Interested firms with a preference for being considered for a specific project should indicate their project preference within their RFQ Response.

E-VERIFY: Respondent is hereby required to be in compliance with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes concerning e-verification at the time of entering the Contract and at all times during the performance of this Contract. All subcontractors utilized by Respondent are likewise required to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes concerning e-verification at the time of entering this Contract and at all times during the performance of this Contract. Respondent shall take necessary steps to include this provision in all contracts with its subcontractors who will perform any portion of the work covered by this Contract.

When responding to this RFQ, please follow all instructions carefully. Please submit proposal contents according to the outline specified and submit documents according to the instructions.

By submitting a proposal, Respondents acknowledge that the County reserves the right to reconsider any submittal at any phase of this procurement process.

Submittals will be received by Macon County at the time and place designated in this document. At that point, Macon County will close the receipt of submittals and begin the evaluation process.

Macon County will not be held responsible for the failure of any mail or delivery service to deliver a proposal response prior to the stated proposal due date and time. It is solely the Respondent's responsibility to: (1) ascertain that they have all required and necessary information, documents and addenda, prior to submitting a response; (2) ensure that the response is received at the correct location and time. Late responses, regardless of delivery means, will not be accepted. Submittals received by telephone, facsimile, or email will not be accepted.

By submission of a response, the Respondent agrees that at the time of submittal, it: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and shall not acquire an interest, either direct or indirect, that would conflict in any manner or degree with the performance of the Respondent's services, or (2) will not benefit from an award resulting in a "Conflict of Interest." A "Conflict of Interest" shall include holding or retaining membership, or employment, on a board, elected office, department, division or bureau, or committee sanctioned by and/or governed by Macon County.

Macon County assumes no responsibility for confidentiality of information offered in this submittal. This RFQ does not intend to elicit proprietary information. However, if proprietary information is submitted as part of the proposal, the information is to be labeled as such. Proprietary or confidential information must be clearly labeled as such at the time of initial submission and to the extent provided by N.C.G.S. Chapter 132, will not be made available for public inspection. In the event that a request for inspection is made under public records law, the Respondents will be notified of the request and may participate in any subsequent civil action to compel disclosure of confidential information.

NON-COLLUSION AFFIDAVIT

MACON COUNTY GOVERNMENT

RFQ 09-8000q

REQUEST FOR QUALIFICATIONS FOR GEOTECHNIAL ENGINEERING, MATERIALS TESTING AND SPECIAL INSPECTIONS FOR NEW FRANKLIN HIGH SCHOOL & HIGHLANDS SCHOOL ADDITION

The undersigned affirms that the proposal made herein is made without any connections with any other person, or persons, making any other proposal for the above item(s): that it is in all respects fair and without collusion or fraud:

That _____ (Firm Name) is not connected in any official capacity with Macon County, and that no person, or persons, acting in such a capacity are directly, or indirectly, interested herein or in any of the profit arising or anticipated from this transaction.

In making this proposal, it is understood and agreed, that the conditions set forth in the advertisement for bids, instructions to bidders, terms and conditions and specifications together with the proposal shall form a part of and be construed with the contract under the same.

The acceptance of this proposal by Macon County, as evidenced by the issuance of a Macon County Purchase Order, will be held to be a mutual agreement as to each and every clause of this proposal and to constitute a contract between the parties hereto.

FIRM NAME: _____

ADDRESS: _____

BY: _____

TITLE: _____

State of North Carolina
County of: _____

Sworn to and subscribed
before me, this
_____ day of _____, 20____.

Notary Public

My commission expires: _____