



POSTED: JUNE 4, 2021

**Request for Qualifications (RFQ) for Professional Design Services and Construction Oversight for
Rolesville Public Works Facility Located at 805 E. Young Street**

The Town of Rolesville invites qualified engineering firms to submit qualifications to assist and complete the design work leading to construction documents and oversight. The work will include:

- Evaluation and determining best construction method of development work and construction of facility. This could include developing a policy for the Rolesville Town Board consideration that would include design build or design build bridge.
- Final design and serve as primary lead on developing project to attain best contractor to develop and build facility.
- Oversight of construction phase for the Town.

The Town recently purchased the 15-acre site from North Carolina Department of Transportation. The purpose of the site will be to serve as the permanent, long term location of a Public Works facility. Withers Ravenell, serving as Town on-call engineer, has completed the due diligence and feasibility of use for the site. This includes a preferred location of the Public Works site, preliminary site and building development costs, and environmental reviews. This work was completed in conjunction with Town of Rolesville staff. The Rolesville Public Works Department will be operating at this site temporarily while the site is designed and constructed.

The design work will be completed in two phases. The first phase, referenced as the determining best method for development and constructability will be completed in conjunction with Town staff and should be completed in two months. The second phase, referenced as the final design is designing based upon the preferred construction method including assisting with bids processes and/or contract award. This should take no more than six months.

A third phase will be to serve as construction manager on the project upon selection of a contractor.

Firms submitting qualifications for this work will be evaluated based on specific criteria. Minimum qualifications include:

- Firm's familiarity and knowledge of the Town of Rolesville and the Public Works facility;
- The Firm's experience with design work with Raleigh Utilities, NCDOT, and Town of Rolesville;
- Firm's understanding of the project objectives and desired outcomes;
- Capacity to design and construction management the project over the next 18 months;
- The experience of the firm's proposed staff to perform the type of work required.

Town of Rolesville

PO Box 250 / Rolesville, North Carolina 27571 / RolesvilleNC.gov / 919.556.3506

All proposals are limited to no more than seven (7) pages – does not include cover/back inserts. Three (3) hard copies and one (1) electronic PDF copy of the proposal is requested. The proposal should include the following information:

- A brief synopsis or listing of the firm's previous experience that is focused on the type of work to be undertaken on this project. This should be limited to projects performed with the past five (5) years.
- A brief description of the firm's approach to performing the proposed project.
- The proposed personnel/subconsultants to be assigned to this project by discipline and their availability date on this project.
- Billing rates for proposed personnel to be used on this project.
- Identify project personnel/subconsultants' qualifications and experience as related to this work.
- Organizational chart indicating personnel to be assigned to this project by discipline.
- Resumes of key personnel that are proposed to be assigned to the work.

For more information on work performed to date, visit: <https://www.rolesvillenc.gov/public-works/current-projects>

The deadline for qualification submittal is **3:00 pm on Friday, June 23, 2021. Submittals should be submitted to:**

Kelly Arnold
Rolesville Town Manager
ATTN: Main Street Vision Plan RFQ
502 Southtown Circle
Rolesville, NC 27571

Questions concerning this project, or the proposal submittal should be directed to Kelly Arnold, Town Manager at e-mail: kelly.arnold@rolesville.nc.gov