



HAYWOOD

COUNTY SCHOOLS

MAINTENANCE
401 Farmview Drive, Waynesville, NC 28786
P: 828.456.2402 | F: 828.456.2452

Maintenance Director: Josh Mease

To: *Interested Qualified Firms*

From: *Josh Mease, Maintenance Director*

Date: *November 19, 2021*

Subject: *Request for Qualifications - RFQ 28-21
Haywood County Schools
Architect Qualifications
Athletic Facilities - Canton Middle School & Pisgah High School*

RFQ 28-21: Athletic Facilities - Canton Middle School & Pisgah High School Architect Qualifications

Haywood County Schools is requesting and will be accepting qualified proposal submissions from vendors interested in offering Architect services for the athletic facilities at Canton Middle School and Pisgah High School. These locations were damaged by Tropical Storm Fred in August 2021. The selected vendor will be responsible for the bidding process. Haywood County Schools will need architect services to bid in two ways, like for like replacement (of existing building and components that were damaged), mitigation of existing building and components for flood proofing. The bidding process shall comply with North Carolina Building Code, Underwriters' Rules and Regulations and Federal, State and Local Regulations covering work of this nature. All vendors are allowed and encouraged to include any information in their respective submittals that they might consider relevant to the selection process. The awarded Architect Services will help Haywood County Schools restore existing buildings and components at the athletic facilities.

Haywood County Schools will be obtaining Federal funds by FEMA along with insurance claims to complete the project. Federal Government and Federal guidelines must be followed for the project.

Architect Firm must adhere to the guidelines within these specifications; failure to do so may result in default of payment by the Haywood County Board of Education and/or cancellation of this contract.

The Statement of Qualifications should include the following:

1. A brief description of the firm and its program of services with emphasis on the architect process.
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 Haywood County. In addition, each project listed needs to have past client contact information.
4. The firm's ability, citing previous completed projects, to provide quality products that remain within budget while also meeting project schedule requirements.
5. A brief description of the Engineering process that the architect firm would use to complete the project.
6. Any other information that might be relevant to the selection process.
7. Additional references.
8. Provide 3 copies of the Statement of Qualifications.

Qualifications are due: Friday December 3, 2021 by 10:00 am EST
Haywood County School Maintenance
Attention: Josh Mease
401 Farmview Drive
Waynesville, NC 28786

Location of Work: Athletic Facilities - Canton Middle School & Pisgah High School

As a general guide to prospective proposers, the Professional Services selection procedures adopted by North Carolina, appropriately modified by Haywood County Board of Education, will be employed in this process. All proposals must include all aspects of North Carolina law and Haywood County Board of Education 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.

As a party wishing to contract or otherwise do business with the Haywood County Board of Education. 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 Josh Mease, HCS Maintenance Director, 828-734-5570 or at jmease@haywood.k12.nc.us