

REQUEST FOR QUALIFICATIONS

**Architectural and Engineering Services for the Design of
Demolition of the Town of Magnolia Municipal Auditorium**

Date of Issue: August 22, 2022

Deadline for Submissions: September 9, 2022

DUPLIN COUNTY

Introduction

Duplin County is soliciting statements of qualifications from architectural/engineering firms for contract services related to the design of demolition activities related to the Town of Magnolia's Municipal Auditorium, located at 238 North Monk Street, Magnolia, NC 28453. Services to be provided will include the development of a demolition plan, demolition documents, bid document preparation, bid services, state-funding compliance and coordination, designs and/or planning for remediation of potential hazardous materials, i.e., lead and asbestos, permitting, and administration of selected contractor(s) responsible for the successful demolition of the building, to include restoration of the site following demolition. Environmental Review and Grant Administrative Services for this project will not be included as services to be provided by the successful respondent.

This project is funded by the North Carolina Office of Recovery & Resiliency (NCORR) utilizing Hurricane Mathew Community Development Block Grant – Disaster Recovery (CDBG-DR) funding. Respondents are advised that Duplin County is the subrecipient of funds and is required to adhere to NCORR policies and procedures relating to the expenditure of CDBG-DR funds. Respondents' attention is called to accompanying exhibits within this Request for Qualifications which require review, execution, and return with responses.

Duplin County is an equal opportunity employer. The County encourages all businesses, including Historically Underutilized Businesses (HUB), Disadvantaged Business Enterprise (DBE), minority, and women-owned businesses to respond to all Requests for Qualifications.

All proposers are hereby notified that they must hold a proper license and will be required to meet the requirements established by Duplin County with regard to Minority/Women Business Enterprises participation pursuant to N.C.G.S. § 143-128.

In order to be considered, one printed and one electronic copy of the proposal must be received by Duplin County on or before September 9, 2022 at 5:00 p.m. Responses received after this time will not be considered.

Responses must be clearly marked "RFQ-A/E Services-Magnolia Auditorium Demolition" and mailed or hand-delivered to Davis Brinson, County Manager, Duplin County, 224 Seminary Street, Kenansville, NC 28349. Questions concerning this Request for Qualifications may be directed to Davis Brinson at dbrinson@duplincountync.com.

Background

The Magnolia Municipal Auditorium is located on a municipally-owned site at 238 North Monk Street, within the municipal limits of Magnolia, Duplin County. The auditorium is a c. 1940 structure with an intended use as a community meeting place and auditorium. The structure is set on a parcel utilized as a community/neighborhood recreational area which includes park space for local sports, a gymnasium, concessions, and greenspace.

The auditorium was severely damaged by Hurricane Mathew. Winds and heavy rainfall resulting from the Hurricane Mathew event damaged the structure's roof and windows, allowing the interior of the building

to be exposed to the outside environment. As insurance claims were insufficient to repair the damage incurred during the storm, the structure has continued to deteriorate, and is, at present, a threat to public safety. This condition has resulted in other neighborhood facilities located on the same parcel being rendered unusable due to the damaged auditorium's proximity to those activities.

In 2021, Duplin County entered into an interlocal agreement with the Town of Magnolia to demolish the building in order to restore the site's use as a recreational area for area residents.

Project

The selected respondent shall review available documentation and perform all necessary inspections of the subject site preparatory to producing plans and specifications leading to the demolition of the auditorium building and remediation of the site, to include, but not limited to, identification and removal of hazardous materials that may be present in the structure, and the removal of demolition debris from the site and its proper disposal. Once materials are removed from the site, the site will be leveled and seeded with appropriate cover. The successful respondent shall supply complete design and demolition specifications and prepare bidding documents for the demolition, conduct bidding services, procure necessary permits, serve as the administrator and inspector of construction throughout the construction period, and issue substantial and final completion certifications upon successful removal of the structure and remediation of the project site.

Schedule of Work

Duplin County intends to select, award, and execute a contract with the selected respondent within forty-five (45) days of receiving responses. The County anticipates the selected respondent will produce plans and specifications sufficient for bidding of the project twelve (12) weeks following a Notice to Proceed from the County, with bidding and contracting for demolition immediately following.

Selection Process

Following the deadline for submission of responses to this Request for Qualifications, an evaluation committee made up of County staff will review all submitted qualifications packages that comply with the requirements contained within this document. There will be no public opening.

Duplin County will form an evaluation team to initially review and evaluate the submitted responses. The responses will be evaluated for content and ranked. The following factors will, at a minimum, be considered during the evaluation process, with an accompanying points range per evaluated area:

1.	Qualifications, Experience, & Design	20 Points
2.	Capacity of Responding Firm	20 Points
3.	Level of Performance under previous contracts	20 Points
4.	Familiarity with State and Federally-funded projects	20 Points
5.	Ability to provide services within schedule	20 Points

The evaluation team may recommend interviews with the top finalists. Duplin County reserves the right to conduct RFQ post-closing discussions with any respondent who has a realistic possibility of contract award, including but not limited to, requests for additional information. Duplin County reserves the right to award the contract to the respondent that Duplin County deems to offer the best overall response. In

addition, Duplin County, at its sole discretion, reserves the right to cancel this RFQ, to reject any and all responses, to waive any and all informalities and/or irregularities, or to readvertise with either the identical or revised specifications if it is deemed to be in the best interest of the County.

Applicable Law, Venue, and Service of Process

The selected respondent will enter into an agreement with Duplin County in the State of North Carolina. All questions with respect to the agreement and the rights and liabilities of the parties shall be governed by the laws of the State of North Carolina. The exclusive venue for the bringing of any action concerning this contract shall be in the state or federal courts having jurisdiction in Duplin County, North Carolina.

Exhibit A

PROPOSER'S CERTIFICATION FORM

To Whom It May Concern:

I have carefully examined the Request for Qualifications and any other documents accompanying or made a part of this Request for Qualifications.

I certify that all information contained in this proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this proposal on behalf of the company and that the company is ready, willing, and able to perform the services if awarded the contract.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same service; no officer employee or agent of the County of Hyde or any other proposer is interested in said proposal; and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so. It is distinctly understood that the County of Hyde reserves the right to reject any or all submissions.

Name of Firm

Authorized Signature

Phone _____

Printed or Typed Name & Title

E-Mail

Date

Mailing Address/City/State/Zip Code

Exhibit B

NON-COLLUSION AFFIDAVIT

State of North Carolina, County of Duplin

_____, being first duly sworn, deposes and says that:

1. He/She is the _____ of _____ the bidder that has submitted the attached bid;
2. He/She is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;
3. Such bid is genuine and is not a collusive or sham bid;
4. Neither the said bidder nor any of its officers, partners, owners agents, representatives, employees, parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder, firm, or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or any other bidder, or to fix any overhead, profit or cost element of the bid price of any other bidder or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the County of Duplin or any person interested I the proposed contract; and
5. The price or prices quoted in the attached bid are fair and proper and are tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Title

Subscribed and sworn before me, this _____ day of _____, 2022.

(SEAL)

Notary Public

My Commission Expires _____

Exhibit C

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

The undersigned applicant certifies to the best of his or her knowledge and belief, that the applicant and its principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal Department or agency;
- b. Have not within a 3-year period preceding this proposal been convicted of or had a valid judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted or otherwise criminally or civilly charged by a governmental entitle (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- d. Have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default. Should the applicant not be able to provide this certification, an explanation as to why should be placed after the assurances page in the application package. The applicant agrees by submitting the proposal that it will include, without modification, the clause titled "Certification Regarding Debarment, Suspension, in eligibility, and Voluntary Exclusion-Lower Tier Covered Transactions" in all lower tier covered transactions (i.e., transactions with sub-grantees and/or contractors) and in all solicitations for lower tier covered transactions.

Signature (Seal if Corporation)

Title & Date

This form must be notarized:

SUBSCRIBED AND SWORN TO BEFORE ME,

This _____ day of _____, 2022.

Notary Public Signature: _____

My Commission Expires: _____

EXHIBIT D

AERIAL PROJECT SITE MAP

