Harnett County Schools
601 South Main St.
Lillington, NC 27546

DESIGN-BUILD REQUEST FOR QUALIFICATIONS

August 4, 2024

Design-Build for HVAC, Building Automation, Electrical and Fire Safety Infrastructure Improvements:

Harnett County Schools (referred to hereafter as the" District") requests Statements of Qualifications for Design-Build (DB) Services for HVAC, Building Automation, Electrical and Fire Safety Infrastructure Improvements for various Schools, pending funding availability. This request for qualifications (RFQ) solicitation does not commit the District to award a contract, to pay any cost incurred in the preparation of this proposal, or to procure or contract for these services. Pursuant to North Carolina General Statute 143-64.31, the District utilizes a "qualifications-based selection process without consideration of fees during the initial phase in hiring DB firms. The District's primary purpose in using the DB process is to utilize fast-tracked design and construction services to deliver quality construction in an economical and efficient manner. The District believes the DB method will provide a greater return on investment while also delivering high quality, turn-key projects that will enhance the educational opportunities of the students utilizing the facility.

RFQ INFORMATION

1) **Project sites:** See attached list of possible locations on page 8: Attachment 1.

2) **Project scope:** Harnett County Schools is soliciting proposals for the design and implementation of HVAC, Building Automation, Electrical and Fire Safety infrastructure improvements that are geared toward improved occupant comfort, safety and energy efficiency through out Harnett County Schools.

3) Project schedule:

RFQ advertised Date: August 4, 2024

RFQ submitted by: August 19, 2024

Design Contract negotiations: September 3,2024

Contract to Design Builder: September 17, 2024

Present to School Board: October 7, 2024

NTP on Design Portion: November 2024

Complete Design & Final Contract: December 2024

4) Notice of the Districts rules, ordinances, or goals (presumably related to the project), including goals (or Minority/Women-owned Business Enterprises (MWBE} and small business participation:

The District encourages the use of MWBE, small and Historically Underutilized Businesses. The state goal of 10% minority business participation shall prevail unless otherwise approved prior to bidding. All Board of Education Policies and Procedures shall apply to this contract.

5) Each Submitter shall submit with its proposal an explanation of its project team selection consisting of:

a. List of licensed design professionals the design-builder proposes to use on the project which must include designers, project superintendents, project managers and the design-builder's strategy for selecting contractors and subcontractors based on the requirements of Article 8 of Chapter 143.

QUALIFICATION SUBMISSION

1. **Submission Questions**

Any questions that are necessary to complete proposals should be sent in writing to Steve Matthews – Facilities and Maintenance Director for Harnett County Schools using the email address smatthews@harnett.k12.nc.us by August 12, 2024 at 2:00pm (EST). Question submittals should include a reference to the applicable RFQ section and/or page number. Any questions submitted after August 12, 2024 at 2:00pm EST will not be addressed. The designated person will only confirm receipt of the question. All questions received and corresponding answers will be posted in an addendum to the RFQ on Harnett County Schools Website on August 15, 2024 by 11:00am EST.

Please use the provided contact and do not contact other staff or elected officials regarding this procurement process. Improper contact may result in disqualification of your proposal. No pre-submission conferences, meetings, or site visits shall be conducted.

2. **Submission Requirements and Due Date**

Three (3) copies of the submission, as well as a thumb drive with a digital copy, are due by 2:00p.m., Monday August 19, 2024. Submission of qualifications received after that time will not be considered. Copies via email will not be accepted. The District is not responsible for late submissions due to mail delays. Mark the outside of the package with a label titled “RFQ Submission for Infrastructure Improvements” and hand deliver or mail to the following address:

Steve Matthews

Facilities and Maintenance Director for Harnett County Schools

1500 South Main Street- PO Box 1029

Lillington, NC 27546

3. **Schedule/Process**

Following evaluation of the qualification submission, the three most highly qualified design- builders shall be ranked. If, after the solicitation, not as many as three responses have been received from qualified design-builders, the District shall again solicit for design-builders. If as a result of such second solicitation not as many as three responses are received, the District may then begin negotiations with the highest-ranked design-builder under G.S. 143-64.31 even though fewer than three responses were received. If the District deems appropriate, it may invite some or all responders to interviews after all submissions are received. Interviews are not anticipated at this time but may be requested if deemed necessary.

4. **Selection Criteria & Format of Proposal**

The submitters should address the following in their statements:

A. **Executive Summary**

Responding firm's may highlight the firm's unique value, qualifications, and services that should be considered by Harnett County Schools for this project.

B. **Firm Qualifications**

1. **Firm Profile**

• Firm name and corporate address.

• Overview of Firm's history, current licenses held, and MWSBE status.

• Current insurance certifications and bonding information.

• Main contact person with full contact information, and NC office address, if applicable.

• Describe your firm's services, product lines, and manufacturing capability, if applicable.

• Describe your project management capability, including number of project managers employed directly with your firm, as well as expertise.

• Provide a copy of your firm's most recent financial statements (within the past 12 months) and describe your firm's capabilities and experience with respect to financial project facilitation.

C. **Project Team Qualifications and Experience**

1. **Project Team for the District**

• An organizational chart that illustrates the structure and roles of your Project Team.

• Roles and Responsibilities of each key team member. No more than five (5) members should be listed.

• Resume summaries of in-house project team members, including project role, relevant project experience, and any other pertinent information.

2. **Experience of Respondent**

• Provide at least three (3) project references. Each project description shall describe the services provided, project price, and contract term. Provide client names with a contact person's phone number and email or address.

D. **Technical Approach/Methodology/Innovation**

1. Provide a plan describing how your firm will manage the numerous project phases- from initial project development through construction, installation, startup and commissioning. Describe the processes that will be used for the assignment of tasks and project scheduling as well as the capability to provide all services required for construction, installation and implementation of retrofit projects on a Design Build basis.

2. Describe how your firm will address approaches and solutions to meet the long term needs of the District.

Other Conditions:

- The District will require a Performance Bond.

- The District shall not be liable for any expenses incurred by any firm responding to this RFQ. Firms submitting a proposal in response to this RFQ agree that the materials and submittals are prepared at the firm's own expense with the express understanding that the firm cannot make any claims whatsoever for reimbursement from the District for the costs and expense associated with preparing and submitting a proposal. Each firm shall hold the County/District harmless and free from any and all liability, costs, claims, or expenses incurred by, or on behalf of, any person or firm responding to this RFQ. The District is not required to enter into a contract with any submitter if deemed in the best interest of the District.

- The Submitter certifies that to the best of its knowledge no employee of the Owner nor any member thereof, nor any public agency or official affected by the proposal, has a pecuniary interest in the business of the Submitter, and that no person associated with the Submitter has any interest that would conflict in any manner with the performance of the proposal.

- This public body does not discriminate against faith-based organizations or against a bidder or Submitter because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

HARNETT COUNTY SCHOOLS

Minority/Women and Small Business Enterprises

It is the policy of the District to provide minorities, women, and small business enterprises equal opportunity for participating in all aspects of contracting and procurement programs, including but not limited to employment construction development projects, and materials/services, consistent with the laws of the State of North Carolina. The policy prohibits discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, disability, or veteran's status. To qualify as a MBE/HUB, at least fifty-one percent (51%) of the business must be owned by one or more persons who are members of at least one of the groups set forth in subsection (b) of this section, or in the case of a corporation, at least fifty-one percent (51%) of the stock is owned by one or more persons who are members of at least one of the groups set forth in §143-128.4. After selection, and prior to contract signing, the firm will be required to provide proof of licensing and insurance, and other requirements per District policy and State law.

Submitting Confidential Information

Each proposal becomes the property of the County/District and is considered a public record except for material that qualifies as "Trade Secret" information under North Carolina General Statute 66-152 et seq. To properly designate material as a trade secret under these circumstances, each firm must take the following precautions: (a) any trade secrets submitted by the firm should be submitted in a separate, sealed envelope marked "Trade Secret- Confidential and Proprietary Information- Do Not Disclose Except for the Purpose of Evaluating this Proposal," and (b) the same trade secret/ confidentiality designation should be stamped on each page of the trade secret materials contained in the envelope. Any firm that designates its entire proposal as a trade secret may be disqualified from consideration.

Attachment A:

Coats-Erwin Middle School
2833 NC Hwy 55
Dunn, NC 28334

Gentry Educator Development Center
114 Porter Drive
Erwin, NC 28339

Harnett Central High School
2911 Harnett Central Road
Angier, NC 27501

Harnett Central Middle School
2529 Harnett Central Road
Angier, NC 27501

Johnsonville Elementary School
18495 NC Hwy 27
Cameron, NC 28326

Lafayette Elementary School
108 Lafayette School Road
Fuquay-Varina, NC 27526

Overhills Elementary School
2626 Ray Road
Spring Lake, NC 28390

Overhills High School
2495 Ray Road
Spring Lake, NC 28390

Triton High School
215 Maynard Lake Road
Erwin, NC 28339