



Request for Qualifications

Title: Design Services for Asheville High School Auditorium Renovations

Date Issued: November 25, 2021

Due Date: December 8, 2021

Time: 2:00pm

Location: Asheville City Schools
Attn: Chris Pohlman, Purchasing Clerk
85 Mountain St
Asheville, NC 28801
Contact Number: 828-350-6101

Pursuant to the General Statutes of North Carolina, statements of qualifications will be reviewed for the following:

ASHEVILLE HIGH SCHOOL AUDITORIUM RENOVATIONS

Asheville City Schools is seeking candidates interested in providing architectural/engineering services for the design of various renovations for the Asheville High School Auditorium, located at 419 McDowell St, Asheville, NC 28803. Statements of Qualification will be accepted until 2:00pm on Wednesday, December 8, 2021 for the above named item to the Purchasing Clerk at the Asheville City Schools Central Office on 85 Mountain St, Asheville, NC, 28801. Prior experience in design of educational facilities is encouraged. Asheville City Schools encourages submittals from minority businesses by providing certified minorities an equal opportunity to participate in all aspects of the RFQ process. One digital copy in PDF format of said Statement of Qualification must be submitted in person or by email to the Purchasing Clerk at chris.pohlman@acsgmail.net

Request for Qualifications Authorized by:

A handwritten signature in black ink, appearing to read 'Chris Pohlman', written over a white background.

Chris Pohlman
Purchasing Clerk
Asheville City Schools

A. Purpose

Asheville City Schools is seeking candidates interested in providing architectural/engineering services for the design of various renovations for the Asheville High School Auditorium, located at 419 McDowell St, Asheville, NC 28803.

B. Project Summary

Asheville High School is a 9-12 public school located at 419 McDowell Street, Asheville, NC 28803. Renovations and repairs included in this project will likely consist of:

- Installing new mechanical system or ductwork
- Modify electrical in ceiling for new lighting, audio and life safety devices
- New ceiling design with acoustical improvements
- Install new mechanical diffusers
- Install new audio
- Restore or replace catwalk
- New lighting to include theatrical lighting
- Replace or install a new floor
- Restore walls and repaint-keeping the existing historical values
- Reinstall or replace existing seating
- ADA access
- Remove and replace stage curtains
- Remove and replace ceiling tiles
- New ductwork and possibly new air handler
- Remove existing lighting and replace
- Remove existing window covering and replace

C. Submission Requirements

- Letter of Interest -A letter of interest must be submitted giving the qualifications of the project team, including the firm history, individual resumes, current and completed projects over the last seven years.
 - Please provide a list of four completed studies, analyses, and/or design of similar projects within the last seven years which are relevant to the scope of the project as listed above;
 - Please list four projects similar in size, scope, and complexity;
 - Demonstrate success with similar projects for local and state governments and educational institutions, preferably within North Carolina; and
 - Provide examples of the past experience of key members of the proposed team on the projects itemized regarding the above.
- Provide an organizational chart and resumes which will address the following:
 - Name the Principal in Charge, Project Manager, and other individuals to be assigned to the project, providing for each the number of years of service with the company, number of years of professional experience, and educational background inclusive of professional certifications (if a joint venture, please list the above for each firm to be involved). Please indicate the number of persons employed by each firm. If the firm has multiple offices,

please also list the number of persons employed by each office location proposed to provide architectural services for this project.

- For sub-consultants, inclusive of landscaping, surveying, engineering, civil engineering, or other key components, please list the names and addresses of each company, as well as the name of any individuals to be assigned to the project.
- Provide a list of the current workload of the firm, the individual workload of the Project Manager(s).
- Provide the office location which will be handling the project.
- Submission
 - One digital copy in PDF format of said Statement of Qualification must be submitted in person or by email to the Purchasing Clerk at chris.pohlman@acsgmail.net.

D. Qualifications

The system will evaluate applicants in conjunction with the anticipated needs of the system as well as all the information provided by the applicants. Further information will be obtained from references, persons, or other sources identified by the applicant or otherwise known. Interviews are not anticipated; however, additional information may be requested.

Candidates with prior similar work experience are urged to apply. Such experience includes, but is not limited to:

- Provision of architectural and engineering services for the design of educational facilities;
- Experience working with the needs of public schools and local government.
- A background in energy efficient design and implementation is strongly encouraged.

E. Contact Information

Please submit all questions about the qualifications process to kristy.coats@acsgmail.net and/or tim.holcombe@acsgmail.net