



REQUEST FOR QUALIFICATIONS for DEVELOPMENT SERVICES

February 8, 2022

1. Introduction

Cabarrus County (“County”) has determined that it has a critical need for a capital improvement project, a new library and senior center facility in the western portion of the county; however, the County does not own or lease property in the area on which the facility can be constructed. To accomplish the development and construction of the facility, the County desires to enter a public-private partnership with a developer (“Developer”) under the terms of N.C. General Statutes Section 143-128.1C. The County expects that the Developer will own the property on which the facility will be located. The County and the Developer will execute a development contract (“Development Contract”), pursuant to which Developer will be responsible for the development and construction of the facility (the “Project”). Following completion of the Project, the County intends to lease the facility until purchasing the Project from the Developer in the second quarter of 2026.

2. Project Details

The facility will be an approximately 40,000 square foot building with a minimum of 250 parking spots (dedicated or through a shared parking agreement). The facility must be located within a three-mile radius of George W. Liles Parkway Northwest and Poplar Tent Road in Concord, North Carolina (see Exhibit A). The property on which the Project is located must be owned by the Developer. The Developer will provide all financing for the total cost necessary to deliver the Project, including, without limitation, design (exterior and interior), site preparation and construction (except County provided items to be further defined), and the required parking necessary to deliver the Project. The County shall be responsible for interior improvements.

After the Developer is selected by the County, the County and the Developer will negotiate the terms of the Development Contract. The Development Contract will provide that the County an initial twenty (20) year lease term; however, it is the intend of the County to purchase the Project in the second quarter of 2026. Construction shall begin by February/March 2023 with the facility available to the County in September 2024.

3. Expectations

The County expects to be highly involved in the design (exterior and interior) and construction process to ensure the County’s architectural programming requirements are completely met. Examples of County involvement include, without limitation, selection of the architect for the Project, review of documents at each phase of design from conceptual design through construction documents, and County representation during construction at OAC meetings every two weeks. The project shall be a fully functioning state-of-the-art library and senior center upon turnover to the County (except for County provided items).

4. Evaluation Criteria

Developers and their Project Teams (defined below) will be evaluated on their ability to meet the requirements of this RFQ. Some specific evaluation criteria, among other factors, will include:

- a) The Project Team's (defined below) experience in providing similar services for similar projects, including the design of libraries and senior centers.
- b) Ability to meet established schedules and budgets.
- c) Client references for all similar projects occurring during the previous ten (10) years.
- d) Qualifications Package appearance and presentation.
- e) Legal / Litigation history for the last six (6) years.
- f) Safety record for the last six (6) years.
- g) Principal office location and nearest regional office of all team members.

5. SOQ Requirements

Developers that are interested in providing the requested services are invited to submit a Statement of Qualifications (SOQ), in electronic format only, to Thomas Nunn at tcnunn@cabarruscounty.us.

Each firm is solely responsible for the timely delivery of its SOQ. **All SOQs must be delivered by 3:00 pm local time on Friday, February 18, 2022.** Qualification packages will not be accepted after this deadline. Firms accept all risk of late delivery regardless of fault.

Please identify a contact person for questions during the RFQ process and provide contact information including telephone number, email, and postal address.

6. Contents of Statement of Qualifications

Any Developer that would like to be considered for this project must submit the following information as part of its Qualifications Package in the following order:

- a) A signed cover letter from a principal of the Developer expressing interest in the Project and certifying that sufficient resources in personnel, equipment, and time are available and can be committed to this project. The letter should describe the Developer's structure (i.e., joint venture, corporation, limited liability company, etc.).
- b) A statement of the Developer's philosophy, goal, vision statements and/or guiding principles.
- c) Briefly describe the proposed Project Team, the roles and responsibilities of each team member on the Project (including all consultants and contractors), and the location of the team members' offices that will be completing the work. Provide an organizational chart of the Project Team, listing key individuals involved.
- d) A minimum of three (3) and maximum of five (5) examples and statements of previous similar projects that were completed by the Project Team or team members that will be involved in this Project. Similar projects must have been completed within the past fifteen (15) years. At least two similar projects must be completed construction.
- e) Short resumes or bios of key personnel that will be involved in the Project, including their roles on similar projects.
- f) Client references for all similar projects in progress within the last fifteen (15) years. For each provide the name of the project, owner, contact person and contact information.
- g) Explanation of Project Team selection by either listing of licensed contractors, licensed subcontractors, and licensed design professionals whom the Developer proposes to use for the Project's design and

construction or a statement outlining a strategy for open contractor and subcontractor selection based upon the provisions of Article 8 of Chapter 143 of the North Carolina General Statutes.

- h) Statement of availability to undertake the public-private Project and projected timeline for Project completion.
- i) Confirmation of County expectations regarding involvement in design and construction process.
- j) Distinguishing factors that set the Project Team apart as the best team to ensure Project success.
- k) State whether the Developer has been terminated from a project in the last ten (10) years and if so, state the reasons why.
- l) Describe the Developer’s participation (other than as a witness) in any litigation, arbitration, mediation, or any claim resolution in the previous ten (10) years.
- m) Evidence of financial stability and ability to capitalize such a Project.

7. RFQ Review and Selection Timeline

Timeline for the review of Qualifications Packages and selection of Developer is as follows:

February 7, 2022	Board of Commissioners affirm need for public-private partnership
February 8, 2022	RFQ advertised and distributed
February 18, 2022	Qualification Packages Due by 3:00pm EST
February 22, 2022	Notification sent to short-listed Developers
February 25, 2022	Interview short-listed Developers
March 18, 2022 (no later)	Finalize Development Contract and advertise terms
March 21, 2022	Board of Commissioner approval of Development Contract

The County will negotiate the terms of the Development Contract and must advertise the terms for 30 days prior to execution.

8. Additional Information about this RFQ

The following terms and conditions apply to this RFQ:

1. Any Developer submitting a qualifications package should make itself familiar with the provisions of N.C. General Statutes Section 143-128.1C and the requirements for public-private partnerships thereunder.
2. Based upon the Qualifications Package submitted, and any other information required by the County, the County may select one or more Developers with whom to negotiate the terms and conditions of a contract to perform the public-private Project. The County must then advertise the terms of the proposed contract to be entered into by the County in a newspaper having general circulation within Cabarrus County at least 30 days prior to executing the development contract. The County must also make available a summary of the development contract terms, which shall include a statement of how to obtain a copy of the complete development contract.
3. All responses shall become the property of the County. Upon receipt by the County, your Qualifications Package is considered a public record except for material that qualifies as “Trade Secret” information under North Carolina General Statute 66-152 et seq. Your Qualifications Package will be reviewed by



County staff, as well as be available to any members of the public who submit a public records request relating to your Qualifications Package. To properly designate material as a trade secret under these circumstances, each Developer must take the following precautions: (a) any trade secrets submitted by a firm should be submitted in a separate, sealed envelope marked “Trade Secret-Confidential and Proprietary Information-Do Not Disclose.”

4. Due care and diligence have been exercised in the preparation of this RFQ and all information contained herein is believed to be substantially correct. However, the responsibility for determining the full extent of the services rests solely with those making responses. Neither the County, City, nor their representatives shall be responsible for any error or omission in this response, nor for the failure on the part of the respondents to determine the full extent of their exposures.
5. The County reserves the right to waive any or all informalities and/or irregularities; to re-advertise with either an identical or revised scope, or to cancel any requirement in its entirety; or to reject any or all proposals received.
6. A response to this RFQ does not constitute a formal bid; therefore, the County retains the right to contact any/all proposing Developers after submittal to obtain supplemental information and/or clarification in either oral or written form. Furthermore, an explicit provision of this RFQ is that any oral communication made is not binding.
7. The County will not be liable for, nor pay for any costs incurred by responding Developers relating to the preparation of any proposal for this RFQ.
8. Acceptance will be defined as the County Board of Commissioners approving a development agreement between the County and Developer.



EXHIBIT A – PROXIMITY MAP

