



Infrastructure and Asset Management

Request for Qualifications for Cabarrus County Infrastructure and Asset Management

September 19, 2018

Project Description

Cabarrus County Infrastructure and Asset Management (IAM) is soliciting responses from qualified firms licensed in North Carolina to provide architectural and engineering services pertaining to the planning and construction for removal of the existing skylights at the Cabarrus County Governmental Center. The second phase of the project is to design a roof and ceiling structure to go back in place of the skylights that provides similar amounts of lighting whether it accomplished naturally or electrically. However, the new roof, ceiling, and lighting must match the current building aesthetics.

The county is interested in a firm or combination of firms that can provide multidisciplinary services including architecture, full-spectrum engineering, three dimensional modeling, and full contract/construction administration. Firms submitting packages that will be contracting out engineering and/or other services need to provide information on the qualifications of all contracted firms being used.

Qualification Package Evaluation Criteria

Qualifications packages will be evaluated on the firm's ability to meet the requirements of this RFQ. Special emphasis will be placed on the proposed team's experience and qualifications.



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Evaluation criteria are as follows:

- Firm and individual experience working in and renovating an occupied facility
- Detailed description of planning and design process
- Quality and timeliness of past similar projects
- Qualifications, certifications, abilities, availability and geographic location of the key individuals
- References and previous project relevance
- Qualifications package responsiveness, appearance, and presentation

SOQ Requirements

Firms that are interested in providing the requested services to Cabarrus County are invited to submit a Statement of Qualifications, in electronic format only, to Michael Miller at mamiller@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 October 3, 2018. No qualification packages will be accepted after this deadline. Firms accept all risk of late delivery regardless of fault.

The SOQ package should be no more than **25** pages in length.

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