



# Iredell - Statesville Schools

Together, Ensuring *Student Success* by Igniting a *Passion* for Learning

549 N. Race Street, Statesville NC, 28677

## **DESIGN-BUILD REQUEST FOR QUALIFICATIONS**

Iredell-Statesville Schools  
Athletic Stadium Upgrades Project:  
Turf Infields, New Tracks, and LED Stadium Lighting

**Issue Date: September 11, 2023**

**Response Due Date: September 25, 2022**

# IREDELL-STATESVILLE SCHOOLS

Iredell County, North Carolina

## **Request for Qualifications (RFQ) for Iredell-Statesville Schools Athletic Stadium Upgrades Project: Turf Infields, New Tracks, and LED Stadium Lighting**

Iredell-Statesville Schools is requesting proposals from qualified, experienced Design-Build Contracting Firms for services associated with the design, permitting, and construction activities necessary to provide “turn key” upgrades to the athletic stadiums at the following schools:

West Iredell High School, 213 Warrior Dr, Statesville, NC 28625  
Lake Norman High School, 186 Doolie Rd, Mooresville, NC 28117  
Statesville High School, 474 N Center St, Statesville, NC 28677  
South Iredell High School, 299 Old Mountain Rd, Statesville, NC 28677

**Iredell-Statesville Schools may choose to execute some or all of these projects in the same budget year or may choose to sequence the projects over more than one budget year. This decision will be based primarily on available funding.**

Upgrades include:

- Conversion of the grass athletic field into a synthetic turf playing surface with suitable artificial turf and infill that meets the owners desired specifications. Installation of new goal posts should be included.
  - ***Owner preferred infield is IronTurf or equivalent with GeoCool infill.***
- Remove existing track surface and at sites where space allows shift track profile to accommodate an 8 lane rubber surface track that is certified and includes D-Zone high jump area with two jump pits and a pole vault runway. Some sites may have pole vault pits located adjacent to the track.
  - ***Owner preferred track surface is Mondo or equivalent.***
- Install LED sports lighting that meets or exceeds the NCHSAA lighting standards of 50 Foot-Candles for the athletic stadium including new 80' light poles that meet all necessary requirements.
  - ***Owner preferred lighting is LED.***

Firms interested in being considered for this work should submit qualifications to:

Post Office Delivery or Hand Delivery

Tim Ivey  
Chief Technology, Facilities, and Maintenance Officer  
Iredell-Statesville Schools  
350 Old Murdock Road  
Troutman, NC 28166

For consideration, **one (1) hard copy and one digital version** (in PDF format) of the response to this request for proposal must be submitted to Iredell-Statesville Schools in sealed packaging by **two o'clock p.m. (2:00 p.m.) on September 25, 2023**. The electronic copy shall be provided as a USB flash drive.

Submittals should be contained within an envelope or package and plainly labeled:

**REQUEST FOR QUALIFICATIONS - Iredell-Statesville Schools Athletic Stadium Upgrades Project: Turf Infields, New Tracks, and LED Stadium Lighting**

Inquiries:

Questions concerning this RFQ shall be submitted in writing to Tim Ivey, via email to [tivey@iss.k12.nc.us](mailto:tivey@iss.k12.nc.us) **no later than 2:00 P.M., EDT on September 21, 2023**. Please include the RFQ name in the subject line of the email correspondence.

Site Visits:

Contact Tim Ivey at [tivey@iss.k12.nc.us](mailto:tivey@iss.k12.nc.us) for access information and to obtain a site visit authorization. All visitors must obtain appropriate permission and credentials prior to entering school property.

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*Note that the terms "Consultant" and "Design-Build Firm" are used interchangeably in this document and both refer to entities intending to submit responses to this RFQ.*

## 1. PROJECT SITE INFORMATION

Iredell-Statesville Schools (ISS) is a K-12 graded school district serving Iredell County, North Carolina with five high schools.

## 2. SCOPE OF WORK

### Project Description

Iredell-Statesville Schools is requesting proposals from qualified, experienced Design-Build Contracting Firms for services associated with the design, permitting, and construction activities necessary to provide “turn key” upgrades to the athletic stadiums at the following schools:

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The following may be considered a minimal list of project requirements, and shall not be considered all-inclusive:

### 1. Properly Evaluate Project Areas

- a. Perform site visits, as well as survey and subsurface soils/geotechnical evaluations to ensure proper design.
- b. Review existing conditions, site topography and drainage patterns.
- c. Understand current and proposed uses.
- d. Evaluate existing stormwater management permits, control measures, and conveyance systems.
- e. Determine soil types and seasonal high-water table elevations.
- f. Consider seasonal climate variations, inclusive of storm events.
- g. Providing sufficient fencing to maintain security.



## 2. Utilize Effective Design and Construction Methods

- a. Use highly qualified design professionals, licensed for practice in North Carolina and eligible to work for NC State Agencies.
- b. Meet with ISS on a regular basis to review design opportunities and constraints.
- c. Conduct any necessary code and zoning research on safety, function, transportation and accessibility.
- d. Identify regulatory agencies and permits required for the project.
- e. Assess programming and overall facility use needs as may be applicable.
- f. Review artificial turf, track surface, and lighting specifications and use methods to allow staff to make a proper material selection based on programming, cost, and maintainability.
- g. Design base that meets all critical elements for long term surface stability and effective drainage.
- h. Confirm structural foundation for goal posts and other vertical elements.
- i. Ensure proper materials selection and workmanship by highly skilled professionals.
- j. Implement compaction and other measures to avoid fill settlement.
- k. Effective utilization of time and resources to meet budget and schedule constraints.
- l. Certify construction standards and warranty workmanship.
- m. Power on side lines.

### Project Schedule & Budget

The proposed project schedule milestones are as follows:

|   |                             |
|---|-----------------------------|
| • RFQ Issued                                    | September 15, 2023          |
| • RFQ Due                                       | September 25, 2023          |
| • Negotiate Contract with Qualified Firm*       | October 2 - October 6, 2023 |
| • Board and Superintendent Approval of Contract | October 16, 2023            |
| • Design/Permitting Complete                    | TBD per site                |
| • Construction Complete                         | TBD per site                |
| • Project Closeout; As-Builts; Deliverables     | TBD per site                |

\* ISS and the selected firm may enter one contract or multiple contracts, depending on how ISS determines to sequence the projects.

### 3. PROPOSAL SUBMITTAL FORMAT AND CONTENTS

The instructions below provide guidance and information to help in the preparation and submittal of concise responses to this RFQ. The purpose is to establish the format and contents of the proposal so that responses are complete, contain all essential information, and can be easily evaluated.

#### Proposal Format

The qualifications proposal should be no more than 20 pages, ten (10) double-sided sheets, in length, excluding binding, covers, and tabs. Proposals shall be presented in a well-organized and concise manner and bound to allow ease of review. Please provide a cover that depicts the Project Name and Design-Build Firm Name.

#### Proposal Content

The following items must be addressed in your package:

1. Introductory Letter: Respondents shall submit a clear concise response indicating the following:
  - a. Name of Firm,
  - b. Project Manager (or Primary Contact) and his/her contact information,
  - c. Firm's contact information (i.e., phone, facsimile, email, etc.),
  - d. Why ISS should select your firm for this work, and
  - e. Acknowledgment of any RFQ Amendments (if any).
2. Qualifications and Experience: Respondents shall submit the following information to demonstrate their experience and qualifications. Only include those projects in which the project team members have actively participated or led:
  - a. Provide up to five (5) projects of similar scope for work completed over the past seven (7) years. Include sub-consultants (if any) utilized and their capabilities as related to the work. List a reference with contact information for each project cited. Note whether the project was completed within scope, budget, and schedule requirements.
  - b. Provide an additional list of up to three (3) projects of a similar nature that are currently in design, permitting, or construction phases. Include sub consultants (if any) utilized and their capabilities as related to the work. List a reference with contact information for each project cited. Note whether any project phases were/are within scope, budget, and schedule requirements.
  - c. Provide a brief description of current workload and management intent regarding scope and schedule if selected. ISS anticipates the design work to begin quickly and would require designer availability within a short period of time of awarding this work.



3. **Project Approach and Schedule:** A summary description of how your firm proposes to approach this project. Include a summary discussion of proposed methodologies, techniques, and procedures for each work item.
4. **Project Team(s):** Provide an Organization Chart of the project team specifying the dedicated Project Manager, key personnel, licensed contractors, licensed subcontractors and licensed design professionals assigned to the design and construction teams and the availability of backup personnel that will support this project. Include a brief summary identifying roles and responsibilities and general qualifications (i.e. professional registrations, certifications and/or licenses) of each team member (including sub consultants and subcontractors) in disciplines appropriate to the project, as well as education, availability to work on this project, experience, years of experience (with current firm and other firms). Please do not list firm staff that will not work directly with the project team.
5. Each design-build contracting firm shall submit in its response to the RFQ an explanation of its project team selection, consistent with item 4 above, or the following: An outline of the strategy the design-builder plans to use for open contractor and subcontractor selection based upon the provisions of Article 8 of Chapter 143 of the General Statutes.
6. The design-build firm shall certify that each licensed design professional who is a member of the design-build team, including subconsultants, was selected based upon demonstrated competence and qualifications in the manner provided by G.S. 143-64-31.
7. **Insurance and Contract Statement:** Provide a statement that the firm will provide insurance as listed in the Exhibit to the General Conditions of the Contract Agreement. The Contractor shall promptly furnish to the Owner certificates of insurance evidencing such insurance coverage. Insurance required hereunder shall be maintained by insurance companies properly licensed by the Insurance Department of the State of North Carolina and rated A or better by Best Insurance Guide.
8. **Identification of Lawsuits and Administrative Claims/Fine:** Consultants must identify all lawsuits, administrative claims or fine proceedings Consultant has been a party to in the past five (5) years. Include any fines levied by any governmental unit relating to the proposed work in this RFQ such as fines from the EEOC, Department of Labor or other unit of government.

9. The successful firm shall be required to provide Payment and Performance Bonds as required by North Carolina law.
10. Cost or estimates of the Project should not be included in the proposal.

#### **4. EVALUATION METHOD**

##### Evaluation Criteria

All Proposals will be evaluated based on the following criteria:

1. (50%): Firm (including entire design team) experience/reputation and capacity to meet project constraints: The firm's experience in similar work and the record of successful results of that work. Consideration will be given to the firm's ability to take on additional work, demonstrate understanding of the ISS goals and purposes of this project, specific management approach, approach to managing budgets and time, and the firm's ability to offer the breadth and quality of services required for this project.
2. (10%): Response to the project objectives outlined in the scope of work: The proposed approach for performing the work for this project, including demonstrated understanding of scope of work and deliverables.
3. (15%): Experience of the personnel assigned to this project team: Consideration will include the Project Manager's individual qualifications, experience, and location, which key personnel will be assigned to the project, and any subconsultant's individual experience, qualifications and location. The Project Manager's past and/or current experience working on similar projects will be given consideration.
4. (25%): Schedule: Consideration will be given to the firm's ability to meet schedules and responsiveness to ISS staff. ISS anticipates the design work to begin quickly and would require designer availability within a short period of time of awarding this work.

##### Selection Procedures

ISS will review all RFQ submittals and select the most qualified firm. A selection committee comprised of ISS staff will be convened to review the qualifications packages. ISS reserves the right to reject any and/or all submittals. Respondents that are deemed competitive by ISS may be asked to attend an interview and should make themselves available for a presentation to the selection committee. Each firm will be responsible for all costs (e.g. travel and presentation materials) related to the presentation. The selected firm will be notified by ISS and will enter into contract negotiations for receiving this work. If no agreement can be reached with the selected firm, ISS will negotiate with another qualified firm(s).

## 5. OTHER CONSIDERATIONS FOR CONTRACT EXECUTION

All qualification packages and materials submitted hereunder become the exclusive property of ISS. ISS reserves the right to reject any or all submittals. This RFQ is neither a contractual offer nor a commitment to purchase services. ISS assumes no contractual obligation as a result of the issuance of this request, the preparation or submission of a qualifications statement by a Consultant, the evaluation of statements, or final selection. All submissions may be kept by ISS and may be disclosed to third parties at ISS's discretion.

### Complete Services/Products

The Consultant shall be required to (a) furnish all tools, equipment, supplies, supervision, transportation, and other execution accessories, services, and facilities; (b) furnish all materials, supplies, and equipment specified and required to be incorporated in and form a permanent part of the completed work; (c) provide and perform all necessary labor; and (d) in accordance with good technical practice, with due diligence, and in accordance with the requirements, stipulations, provisions, and conditions of this document and the resultant contract, execute and complete all specified work to the satisfaction of ISS.

### Public Records and Submitted Documents from Consultant

Records received by ISS in response to this RFQ or a request for proposals are public records and subject to public inspection and copying. Some bid records are public as soon as received by ISS, while others may become public at bid opening or at bid award.

The Public Records law (N.C.G.S. 132-1 et seq.) authorizes ISS to withhold from public inspection and copying legitimate and properly marked 'trade secrets. If a record meets all the following conditions:

1. It is a "trade secret" as defined in G.S. 66-152(3); and
2. It is the property of a private "person" as defined in G.S. 66-152(2); and
3. It is disclosed or furnished to ISS in connection with a bid or proposal; and

4. It is marked as "confidential" or as a "trade secret" at the time of its initial disclosure to ISS, then ISS may withhold that trade secret from a public record inspection request.
5. If as part of Consultant's bid or proposal, Consultant submits to ISS any record, or portion of a record, that Consultant considers to be a trade secret meeting the definition contained in G.S. 66-152 (2), Consultant shall clearly mark the particular record, or portion of the record, that meets the definition of trade secret as TRADE SECRET or CONFIDENTIAL TRADE SECRET. In the event ISS receives a public records request for records Consultant designates as 'trade secret' ISS will notify Consultant and give Consultant the opportunity to, within one week of such notification, (1) confirm in writing that the specific record, or portion of record, that Consultant designated as TRADE SECRET meets the requirements of G.S 132-1.2 and G.S. 66-152, and the reasons therefore, and (2) to indemnify ISS in the event a challenge is brought for the withholding of a record based on Consultant having designated it a trade secret. ISS will only withhold the record if both conditions have been fulfilled to ISS's satisfaction.

#### Minimum Engineering Credentials

Licensure is required for professional Engineers, Architects, Landscape Architects, and other professional services. The Architects and Engineers performing the work must be licensed Architects or Professional Engineers in the State of North Carolina and must have good ethical and professional standing. Any consultant proposing to use corporate subsidiaries or subconsultants must include a statement that these companies shall be properly licensed in like fashion. It will be the responsibility of the prime consultant to verify license(s) of any corporate subsidiary or sub-consultant prior to contract negotiations.

#### Consultant Qualifications

Consultants shall be required to submit evidence they have relevant experience and have previously delivered services such as those required.

Consultant may additionally be required to show they have satisfactorily performed similar work in the past and that no claims of any kind are pending against such work. No submittal will be deemed responsive from any Contractor/Consultant who is engaged in any work which would impair their ability to perform or finance this work or from any Consultant with outstanding claims pending for work of a similar nature, either completed or in progress.

The Consultant must have the financial ability to undertake the work and assume the professional liability. The firm(s) must have an adequate accounting system to identify costs chargeable to the Project.

### Responsibility for Costs

The Consultant shall be fully responsible for all costs incurred in the development and submission of this submittal. Selected Consultants may be asked to present in person to ISS. All costs of such presentations shall be borne solely by the Consultant.

The Consultant will be responsible for providing a performance and payment bond in accordance with the provisions of Article 3 of Chapter 44A of the General Statutes as part of any contractual agreement. Contractors shall have the ability to be bonded for the cost of the Project.

### Conflict of Interest Statement

By submission of a response, the Consultant agrees that at the time of submittal, it: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and shall not acquire any interest, either direct or indirect, that would conflict in any manner or degree with the performance of Consultant's services, and (2) will not benefit from an award resulting in a "Conflict of Interest." A "Conflict of Interest" shall include holding or retaining membership, or employment, on a board, elected office, department, division or bureau, or committee sanctioned by and/or governed by ISS. Consultants shall identify any interests, and the individuals involved, on separate paper with the response and shall understand that ISS, in consultation with legal counsel, may reject their proposal.

### Changes in Personnel

Changes to personnel on project team(s), particularly a Project Manager, are to be avoided wherever possible. If during the contract negotiation phase the Consultant requests to make a change to any personnel listed within the Consultant's submitted Proposal, the request to ISS must be made in writing and detail the proposed replacement personnel, resume(s) and reason(s) as to why the replacement is needed. ISS will consider the request and may or may not accept the new personnel changes. If ISS denies the Consultant's request for a change in personnel, the Consultant will be required to confirm in writing that the personnel submitted within Consultant's original qualifications package will perform the work, or ISS will no longer consider the Consultant as the best qualified firm and may enter into contract negotiations with the next most qualified Consultant. The Consultant shall obtain written approval from ISS prior to changing key personnel after the contract has been awarded.

### Contract Agreement and General Conditions

A copy of the Agreement and General Conditions that will be used for this Project are attached to this RFQ.