

REQUEST FOR QUALIFICATIONS

by Town of Davidson, NC for Design-Build Services for the Fire Station 2 Rooftop Solar and Battery Project

Introduction: In accordance with NCGS 143-128.1A and S.L. 2021-189, Section 1.6, the Town of Davidson requests proposals from design-build teams for the design and installation of rooftop solar and battery storage at Fire Station 2. The Town of Davidson anticipates awarding a single contract for the services required.

Project Description: Fire Station 2 Rooftop Solar and Battery Storage – Fire Station 2 is located at 19436 Davidson-Concord Road, Davidson, NC 28036. It was commissioned in 2017 and is a one and half story structure measuring approximately 5,931 square feet with a metal standing seam roof. The building is continuously occupied and used for emergency services response to provide a high level of public safety service. The building has two equipment bays and also includes offices, dorm rooms, a dayroom, a kitchen, bathrooms, laundry, and a workroom.

The chosen team will provide design documents, construction documents, planning, scheduling, permitting, interconnection, construction of the project, and post-construction deliverables. The project budget is \$144,142 including design, planning, construction documents, materials, equipment, permitting, interconnection, installation, commissioning, inspection, remote monitoring systems, any post-construction deliverables, and all other costs and fees. The project is funded through a North Carolina Department of Environmental Quality (NCDEQ) Energy Efficiency and Conservation Block Grant (EECBG), and subject to Uniform Guidance requirements. The selected design-build team will be required to obtain a performance bond on the contractor's part for one hundred (100) percent of the contract price.

The project scope and budget were shared through subgrant documentation at the September 23, 2025 public meeting of the Town of Davidson Board of Commissioners. Respondents are strongly encouraged to review documents from that meeting, linked below. At the September 23, 2025 meeting, the Board of Commissioners accepted the grant funding and approved Resolution 2025-24 to utilize design-build construction method for this project.

Town of Davidson Board of Commissioners Work Session, Tuesday, September 23, 2025. Agenda Item V.e: <https://davidsonnc.portal.civicclerk.com/event/209/files/attachment/991>

Town of Davidson Board of Commissioners Work Session, Tuesday, September 23, 2025. Agenda Item V.f: <https://davidsonnc.portal.civicclerk.com/event/209/files/attachment/1019>

Additionally, respondents are asked to consider a fire suppression system as an alternate as part of the scope, and to consider spacing and conduit in case additional battery storage may be added in the future. The building has a generator so it can continue running in the event of an emergency outage. To provide additional resiliency, the battery will supplement the generator, not replace it. Note, the chosen team and any subcontractors will need to comply with the terms, conditions, restrictions, and requirements set forth in the subgrant documentation including, but not limited to, Davis Bacon Requirement, Buy American Requirement, and 2 CFR 200.323 Procurement of recovered materials. The following list also includes requirements of the grant funding for this project:

- PV System: the system size must be less than 60 kW, not anticipated to require structural reinforcement, and will not require the removal of any trees.

- Battery Storage: the system is sized less than 1,000 kWh and will not require any new ground disturbance.

For more details relating to these requirements: [Energy Efficiency and Conservation Block Grant \(EECBG\) Request for Proposals \(RFP\) | NC DEQ](#)

Project Schedule: The following are preliminary milestone dates for this project:

<u>TASK</u>	<u>COMPLETION</u>
DESIGN BUILD DETERMINATION	Tuesday, September 23, 2025
ISSUE RFQ	Wednesday, October 1, 2025
SITE VISIT (11 AM) – <i>MUST RSVP</i>	Monday, October 13, 2025
DEADLINE FOR SUBMISSION OF CLARIFYING QUESTIONS	Wednesday, October 22, 2025
ADDENDUM WITH QUESTIONS AND ANSWERS POSTED	Wednesday, October 29, 2025
RFQ RESPONSES DUE	Monday, November 10, 2025
RFQ EVALUATION	Friday, November 21, 2025
AWARD	Monday, November 24, 2023
CONTRACT NEGOTIATION	Wednesday, December 3, 2025
CONTRACT APPROVAL	Tuesday, December 9, 2025

Site Visit: An optional site visit will be available at 11 AM (Eastern Time) on Monday, October 13, 2025. To attend, please contact Kayla Kovach, Sustainability Manager at sustainability@townofdavidson.org.

Proposal Content: The written proposal should provide background information about the team, its employees, and its experience with related projects and related clients. It should cover the experience of the team, as well as any consultants on the proposed team. For the purposes of the RFP, the term “team” shall refer to the prime respondent of this RFP, or in other words, the team with whom the Town of Davidson will contract. The term “consultant” shall refer to all consultants whom the prime respondent will include on the project team. The proposal shall clearly delineate any experience, background, etc. between the prime “team” and “consultants.”

Specifically, the proposal should address the following information. Teams may submit their standard proposal package supplemented by a cover letter or attachments as necessary to comply with this request.

- 1: Team profile listing: name, address, year established, type of ownership, size of team and staff, and an organization chart. If team has multiple offices, please list where the work for this project will be performed.
- 2: Information about the overall makeup of the project team, including: the identity of all key personnel, a description of their respective responsibilities and duties and each team member’s experience with similar design projects.
- 3: Information about any consultants included on the team. Areas of expertise may include architectural, civil engineering, structural engineering, mechanical engineering, fire protection engineering, and electrical engineering. Identify consultant team name, address, telephone

number, contact person, and names of key personnel. Identify consultant's experience with similar projects.

- 4: Team's experience in installing rooftop solar plus battery storage and any experience installing at municipal buildings and/or fire stations. Team shall have demonstrated experience designing, planning, scheduling, permitting, and constructing complete solar PV systems, and have knowledge of local utilities. A summary of similar projects in the past 5 years, for which the team was responsible.
- 5: Proposed design and installation approach by the team for this project. Proposed timeline if accepted.
- 6: Design and installation cost itemized breakdown including design, planning, construction documents, materials, equipment, permitting, interconnection, installation, commissioning, inspection, remote monitoring systems, any post-construction deliverables, and all other costs and fees. Note, proposals shall include a sales tax line separately in cost estimation.
7. Include a brief description of the safety practices of your firm and any subcontractors, as well as the OSHA Reporting Indicators for the last 3 years.
8. Proposed Minority and Women Owned Business Enterprise participation
9. List of any pending or settled lawsuits or professional liability claims in which the team was involved during the past ten (10) years.
- 10: Additional information the respondent believes to be relevant to the selection efforts of the Town of Davidson.
11. Proposal limit 32 pages, including Attachment A and Attachment B.

Proposal Submission: Submit one (1) electronic copy of the proposal, including Attachment A & Attachment B, by **Monday, November 10, 2025 at 2 PM.** No submittals will be accepted after this time. Submit Proposals to:

Town of Davidson
Kayla Kovach, Sustainability Manager
sustainability@townofdavidson.org

All questions regarding this package or project shall be emailed to Kayla Kovach at sustainability@townofdavidson.org.

In order that the selection process is as objective as possible, do not contact any Town of Davidson officials other than noted above.

Evaluation: The town will generally evaluate proposals based on the following scoring:

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| • Experience of the project team and consultants | 25% |
| • Experience in rooftop solar projects + battery storage | 20% |
| • Experience in municipal building solar projects | 15% |
| • Proposed approach and timeline | 15% |
| • Design cost | 15% |
| • MWSBE participation | 10% |

General Comments:

- 1: Any cost incurred by respondents in preparing or submitting a proposal for the project shall be the respondents' sole responsibility.
- 2: Ownership of all data, materials and documentation originated and prepared for the Town of Davidson pursuant to the RFP shall belong exclusively to the Town and be subject to public inspection in accordance with the Freedom of Information Act. Trade secrets or proprietary information submitted shall not be subject to public disclosure under the Freedom of Information Act; however, the respondent must invoke the protections of the appropriate section of the Code of North Carolina, in writing, either before or at the time the data or other materials are to be protected and state the reasons why protection is necessary. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. The classification of an entire document, line-item prices and/or total costs as proprietary or trade secrets is not acceptable and will result in rejection of the proposal.
- 3: The Town of Davidson reserves the right to reject any or all packages received or to request additional information as may be needed to determine qualifications.
- 4: It is expected that the Town of Davidson may conduct interviews with no more than 3 teams. Each interview will be conducted in the Town Hall, 251 South Street. The Town of Davidson team will consist of approximately 5- 7 individuals.
- 5: Following the selection of a design-build team by the Town of Davidson, a contract will be negotiated for services. If negotiations are unsuccessful with the first team selected, a second team will be selected, and negotiations initiated.
- 6: The team must be licensed in North Carolina.

**TOWN OF DAVIDSON
NORTH CAROLINA**

**REQUEST FORM
FOR
DESIGN-BUILD SERVICES**

Date: _____

Team Name: _____

Address: _____

Contact Person: _____

Phone #: _____

Email address: _____

Authorized Signee: _____

Print Name: _____

Print Title: _____

REFERENCES

Respondent must supply three (3) references for clients for whom similar work was performed.

Reference Team Name:

Contact: _____

Phone#: _____

Nature of work performed:

Reference Team Name:

Contact: _____

Phone#: _____

Nature of work performed:

Reference Team Name:

Contact: _____

Phone#: _____

Nature of work performed:

