Request for Qualifications

Westwood Elementary Water Repair Project

Ashe County Schools

**Post Date: November 29, 2023**

**Submission Deadline: December 13, 2023**

The Ashe County Board of Education invites responses to this Request for Qualifications from firms qualified in the State of North Carolina to engineer a repair and/or modification to the existing water system at Westwood Elementary School, located at 4083 US 221 South West Jefferson, NC 28694.

**Scope of Work:**

Upon inspection, the Ashe County Fire Marshall discovered the existing fire suppression feed system failed to meet the requirements outlined in the North Carolina Administrative Code related to fire flow and residual pressures. Engineering services are being sought to design a solution and/or options to increase water pressure during flow testing from existing fire hydrants connected to the fire loop around the perimeter of the school building. The source of water for the school, its fire hydrants and domestic water is a 100,000-gallon storage tank situated above the school and is a gravity feed system. Currently, the pressure and flow at the hydrants are below the minimum of 500 GPM @ 20 psi residual pressure.

A complete response shall include:

1. Cover letter; this shall include a phone number and email address for a point of contact
2. Statement of Qualifications pertaining to the Scope of Work
3. Professional references (at least 3); references from clients served in the past 24 months
4. The Respondent's proposed project schedule
5. A listing of the Respondent’s Project Team members with professional biographies, resumes stating relevant experience, credentials/licenses, and awards
6. Description of any legal claims brought by or against the Respondent in the past 10 years

Incomplete Responses will not be considered. Complete responses will be evaluated on the quality of their evaluation documents, considering metrics including:

* Details in Statement of Qualifications
* Quality/relevance of references to the project
* Demonstration of a well-staffed, highly qualified and accomplished project team
* Proven record of managing like projects while minimizing adverse impacts
* Expertise in relevant federal/state processes and requirements
* Capability and commitment to perform the project to a high standard in a timely manner
* A track record of minimal adverse litigation

Consistent with state and federal law, the Ashe County Board of Education reserves the right to reject all Responses. In considering awarding the Scope of Services to a Respondent, the Ashe County Board of Education shall seek to negotiate fair and reasonable compensation with the most qualified Respondent, subject to available funding. If such negotiations fail, the Ashe County Board of Education will seek negotiations with the next most qualified Respondent

The Ashe County Board of Education shall make reasonable effort to answer questions related to this RFQ. Questions shall be submitted no later than two weeks before the RFQ submission deadline, or a response is not guaranteed. Questions shall be submitted in writing by emailing the following: anthony.leek@ashe.k12.nc.us.