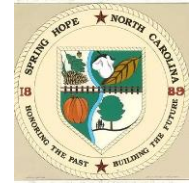


# Town of Spring Hope, NC



---

## Request for Qualifications (RFQ) Town of Spring Hope Railroad Platform Project Architectural Design Services Site Address, 101 S Ash St; Spring Hope, NC

*Issue Date:* 08 July 2024  
*Optional Preproposal:* 23 July 2024; 11 am ([VIRTUAL ONLY](#))  
*Submittals Due:* 09 August 2024; 4 pm

---

### RFQ: Design and Construction Administration Services

The Town of Spring Hope is soliciting professional services from NC licensed and well qualified architects and engineers to provide design services for the construction of a railroad platform to complement the historic Railroad Depot in Spring Hope, NC. Interested firms should submit completed Statements of Qualifications to the following email address as detailed below by **4:00 pm on 09 August 2024**.

With the subject line:  
Railroad Platform Design RFQ

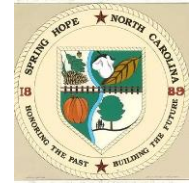
emailed to [adeionno@springhope.net](mailto:adeionno@springhope.net)

### **Proposed Scope of Service:**

The project is the construction of a platform as an outdoor eating and entertainment space with separate restrooms to complement the historic Spring Hope Railroad Depot Event Center. The Town of Spring Hope received a \$537,500 Rural Downtown Economic Development Grant for the construction of a platform and restrooms to act as an event space that can complement the depot space or utilized independently. The overall project scope will include creating a design, plans, and specifications that address all necessary historic parameters, and code compliance for the event space building systems and components (including but not limited to life safety (including fire suppression), HVAC, plumbing, electrical, structural, interior and exterior finishes, and accessibility,.

A part of the architectural scope will be the necessary programming with Town of Spring Hope for compliance with NC Commerce grant guidelines and deadlines. The RFQ is for design services to provide a proposed design, and PS&E with necessary schedules for bidding, bid tabulation, recommendation, and award. Additionally, the architectural services

# Town of Spring Hope, NC



scope includes the necessary Construction Administration services once the construction project is bid and awarded, to ensure project success.

The total project budget is not to exceed \$537,500.

An optional preproposal meeting is scheduled [VIRTUALLY](#) at 11 am, 23 July 2024.

## **Format for Statements of Qualifications:**

Each proposal submitted in response to this solicitation must furnish the following elements:

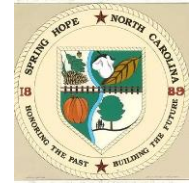
1. A description of the professional qualifications of the firm and staff proposed for the architectural design services. Clearly indicate the experience (with current and previous firms) and roles of staff members. Include information about the firm's professional registration in North Carolina.
2. An explanation, narrative, of the Architect's approach to addressing the proposed scope of services outlined in this document.
3. Demonstrated ability in providing public participation through elected and appointed boards.
4. A summary with brief description of a minimum of three projects completed that are similar in scope and size. For each project listed, please include the name of the entity, total project budget, and the name and contact information of the person who would be familiar with the work performed.
5. A schedule of hourly compensation rates for entirety of the proposed project team.
6. Any other recent additional references. Name, email address, phone, and project budget. Or other design related supplemental information.

Demonstrated success in the following evaluation criteria employed to review and score the submittals:

1. Evaluation of Project Team, firm resources, and capability to perform and provide the required scope of services (30%)
2. Firm's experience with historic restorations and adaptive reuse projects (20%)
3. Visual representations and narrative descriptions of similar design projects (20%)
4. Ability of timely review through the NCSHPO review process (10%)
5. Submitted references. (10%)
6. Consultant location and familiarity with the geographic area. (10%)

As a general guide to prospective proposers, the qualification based selection procedures adopted by North Carolina, appropriately modified by Town of Spring Hope, will be employed in the selection process, and weighted as noted above. Proposals must conform to all aspects of

# Town of Spring Hope, NC



North Carolina law and Town of Spring Hope procurement policy. The owner, at their sole discretion, may or may not interview potential candidates to assist in the selection process.

**Please note, firms may submit prior work product that shows their competence as it relates to this RFQ.** However, firms may **NOT** submit work products or designs for the project described in this RFQ. Firms can **NOT** submit an estimated total fee, total contract price, or an estimation of hours involved in completing the project in response to this RFQ.

## **Insurance requirement:**

The selected firm is required to provide proof of professional services insurance in a sum sufficient to make the Town whole in case of filing a claim to correct deficiencies, delays, and damages.

Addenda will be posted to the North Carolina E-Procurement [website](#). It is solely the responsibility of the submitters to respond to the latest version of the RFQ and any associated addenda. The Town of Spring Hope shall be indemnified and held harmless for any costs and damages associated with responding to this RFQ. All submittals become the property of the Town of Spring Hope and cannot be returned.

The Town of Spring Hope reserves the unqualified right to reject any or all statements of qualifications, to otherwise modify or alter the solicitation in whole or in part, and to



waive any informalities in so far as it is authorized to do so. Further the Town of Spring Hope specifically reserves the right to make the award in the best interest of the Town and project outcome.

Well qualified firms interested in providing qualifications or having questions on the project may contact:

Andrew DeLonno  
[adeionno@springhope.net](mailto:adeionno@springhope.net)  
252-478-5186.

End of solicitation. /