



Request for Qualifications No. 2026-001

Architectural and Engineering Services for Design and Construction Administration of Transportation Department Office Expansion and Miscellaneous Upgrades

ADDENDUM No. 1

ISSUE DATE: August 20, 2025

Responding Offerors on this project are hereby notified that this Addendum shall be made a part of the above named RFQ document.

The following items add to, modify, and/or clarify the RFQ documents and shall have the full force and effect of the original Documents. This Addendum shall be acknowledged by the Offeror in the RFQ document.

Questions/Answers

1. Will the technology package for the Transportation Dispatch System be covered by Union County? The in-person answer as we understood it is that the Design Team will coordinate the technology package which will be covered by the County.

Answer: The Design Team will be required to coordinate with the Transportation Departments vendor to understand the requirements for the Dispatch System and also responsible to incorporate any required infrastructure into the design.

2. Has a 2-story addition been ruled out? The in-person answer as we understood it is that a 2-story addition has not been ruled out and is worth exploring.

Answer: The County is open to exploring a 2-story or partial 2-story office addition.

3. Will the Sign-In sheet be included in the Addendum? The in-person answer as we understood it is, yes, the Sign-In sheet will be included.

Answer: Yes. Please see Attachment No. 1.

4. (Redacted) mentioned the budget is \$2.1M for construction. That budget includes the design as well, correct?

Answer: \$ 2.1M is available for construction.

5. Approximately what year was the existing administrative building built?

Answer: Approximately 1996

End of Questions/Answers Section

Attachments

1. Pre-Submittal Sign-In Sheet
2. Project Data Sheet

End of Addendum No. 1



Non-Mandatory Pre-Submittal Conference
 RFQ 2026-001 Architectural and Engineering Services for Design and
 Construction Administration of Transportation Department Office Expansion
 and Miscellaneous Upgrades
 Union County Procurement Department
 610 Patton Avenue, Monroe, NC 28110
 August 12, 2025 2:00 PM

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PROJECT DATA SHEET

Transportation Department Office Expansion and Miscellaneous Upgrades

Item	Datum
Description of Project	<p>The project consists of interior renovations and exterior improvements for the Transportation Department located in the Progress Building. The office expansion consists of enlarging office space by approximately 6,900 square feet into the existing storage warehouse. An additional entry and new glazing of the existing concrete exterior wall are also anticipated.</p> <p>In addition to Transportation’s office expansion, miscellaneous upgrades may include a washing machine and drier and integrating several additional high-volume, low-speed fans in the existing warehouse.</p>
Estimated Construction Cost	\$ 2,100,000.
Target	Preliminary Schedule
Design Agreement Phase	October 2025 – November 2025
Design Phase	November 2025 - July 2026
Bidding and Construction Contract Phase	July 2026 – October 2026
Construction Phase	October 2026 – June 2027
Move – in	July 2027
Project Closeout/Warranty Phase	July 2027 – June 2028

08.12.2025