



# **REQUEST FOR QUALIFICATIONS**

## **Construction Materials Testing and Special Inspections**

### **Forsyth County Agricultural Park Project**

RFQ24292  
*issue date: 4.22.24*

Proposals shall be complete and comply with the requirements listed herein.

Submit Proposals electronically in PDF format by **5:00 pm, May 2, 2024** to the attention of James Anderson at [andersja@forsyth.cc](mailto:andersja@forsyth.cc).

Responses received after this date and time will be deemed non-responsive and will not be considered.

Questions are to be directed to James Anderson at [andersja@forsyth.cc](mailto:andersja@forsyth.cc) by the question period deadline of 12:00 pm, April 26, 2024.

This RFQ will in no manner be construed as a commitment on the part of the County to award a contract. The County reserves the right to reject any or all applications; to waive minor irregularities in the RFQ process or in the applications; to re-advertise this RFQ; to postpone or cancel this process; select and procure parts of services; and to change or modify the RFQ schedule at any time.

## **Notice to Proposers**

---

It is the policy of the County of Forsyth that an employee, officer, or agent of the County may not participate in any manner in the bidding, awarding, or administering of contracts or agreements in which they, or a member of their immediate family, their business partner, or any organization in which they serve as an officer, director, trustee, or employee, have a financial interest.

The successful Proposer must comply with all provisions of the Americans with Disabilities Act (ADA) and all rules and regulations promulgated thereunder. By submitting a proposal, the successful Proposer agrees to indemnify the County from and against all claims, suits, damages, costs, losses, and expenses in any manner arising out of, or connected with, the failure of the Company, its subcontractors, agents, successors, assigns, officers, or employees to comply with the provisions of the ADA or the rules and regulations promulgated thereunder.

Any cost incurred by respondents in preparing or submitting a response for the project shall be the respondents' sole responsibility.

No special inducements will be considered that are not a part of the original proposal document.

### **County Rights and Options**

The County, at its sole discretion, reserves the following rights:

- To supplement, amend, substitute or otherwise modify this RFQ at any time
- To cancel this RFQ with or without the substitution of another RFQ
- To take any action affecting this RFQ, this RFQ process, or the services subject to this RFQ that would be in the best interests of the County
- To issue additional requests for information or clarification from proposers or to allow corrections of errors or omissions
- To require one or more proposers to supplement, clarify or provide additional information in order for the County to evaluate the responses submitted
- To negotiate an agreement with a proposer based on the information provided in response to this RFQ
- This RFQ does not obligate Forsyth County to contract for services specified herein.

### **Public Records**

Any material submitted in response to this RFQ will become a "public record" once the Proposer's document(s) is opened and the Proposer is determined to be a participant in the solicitation process and shall be subject to public disclosure consistent with Chapter 132, North Carolina Statutes. Proposers must claim any applicable exemptions to disclosure provided by law in their response to this RFQ. Proposers must identify materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary and legal. The County reserves the right to make all final determination(s) of the applicability of North Carolina General Statutes 132-1.2, Confidential Information.

### **Trade Secrets/Confidentiality**

Proposers must claim any material that qualifies as "trade secret" information under N.C.G.S. 66-152(3) in their response to this RFQ and must state the reasons why such exclusion from public disclosure is necessary and legal.

To properly designate material as trade secret under these circumstances, each Proposer must take the following precautions: (a) any trade secrets submitted by a Proposer should be submitted in a separate, sealed file marked "Trade Secret - Confidential and Proprietary Information" and (b) the same trade secret/confidentiality/private should be stamped on each page of materials designated as trade secret.

Do not attempt to designate your entire proposal as a trade secret, and do not attempt to designate pricing information as a trade secret. Doing so may result in your proposal being disqualified.

In submitting a proposal, each Proposer agrees that the County may reveal any trade secret materials contained in such response to all County staff and City/County officials involved in the selection.

**Familiarity with Laws and Ordinances**

The submission of a proposal on the equipment requested herein shall be considered as a representation that the Proposer is familiar with all federal, state, and local laws, ordinances, rules and regulations which affect those engaged or employed in the provision of such services, or equipment used in the provision of such services, or which in any way affects the conduct of the provision of such services; and no plea of misunderstanding will be considered on account of ignorance thereof. If the Proposer discovers any provisions in the RFQ/RFQ documents that are contrary to or inconsistent with any law, ordinance, or regulation, it shall be reported to the County in writing without delay.

**E-Verify Compliance**

Per N.C.G.S. 143-133.3, provider shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if the Provider utilizes a subcontractor, the Provider shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.

**Iran Divestment Act**

Provider hereby certifies that it is not on the North Carolina State Treasurer's list of persons engaging in business activities in Iran, prepared pursuant to NCGS 147-86.58, nor will Provider utilize on this agreement any subcontractor on such list.

**Divestment from Companies that Boycott Israel**

Contractor hereby certifies that it is not on the North Carolina State Treasurer's list of companies engaged in a boycott of Israel in violation of NCGS 147-86.80 et. seq. and that it will not utilize on this agreement any subcontractor on said list.

## **PROJECT INFORMATION AND REQUIREMENTS**

### **Location of Project:**

Forsyth County Agricultural Park Project  
Doral Drive  
Tobaccoville, NC 27050

### **Description of Project:**

Site development and construction of a new county park and office building for the Cooperative Extension Office.

### **Scope of services:**

Selected firm shall provide construction materials testing and special inspections for concrete, fluid applied waterproofing, water repellants, water testing storefront glazing, and steel construction. Testing and inspections are to be performed in accordance with code requirements, construction documents, and established standards and procedures.

Contact [andersja@forsyth.cc](mailto:andersja@forsyth.cc) to request copies of the plans and specifications.

### **Minimum Qualifications Criteria:**

Firm selection will be qualifications based. A qualified firm must demonstrate both firm and staff experience with the design of structural infills, structural renovation projects, and have adequate staff availability to perform the services required for this project.

### **RFQ Responses should include the following:**

1. Letter of interest
2. Statement of qualifications
3. Resumes of proposed staff
4. Current project listing and evidence of adequate staff resources.
5. Listing of five past projects of similar size and scope.

### **RFQ Response Format:**

The response shall be submitted in PDF format limited to 15 pages. The response shall be submitted electronically as noted on Page 1.

### **Project Contacts:**

#### **Forsyth County**

James Anderson Jr  
Construction Manager  
336-703-2205  
[andersja@forsyth.cc](mailto:andersja@forsyth.cc)

#### **Project Architect**

David Appleyard  
Ersoy, Brake, Appleyard Architects PA  
[dappleyard@ebaarchitects.com](mailto:dappleyard@ebaarchitects.com)