



Capital Project Management & Owner's Representative Service

Allied Health & Sciences Building Construction Project 102-353

Date of Issue: Monday, August 5, 2024

Response Deadline: 3:00PM EST Monday, August 26, 2024

Direct all inquiries concerning this RFQ to:

Madeline Smith

Vice President of Operations

mjsmith@isothermal.edu

About ICC

Isothermal Community College is one of North Carolina's leading community colleges serving Rutherford and Polk Counties, with three locations and a leading online learning college. Isothermal is an accredited institution with more than 100 associate degrees, diplomas, and certificates that prepare students for University transfer or immediate employment. The college also offers short-term, non-degree programs in healthcare, hospitality, emergency services, and more. Additionally, Isothermal serves high school students at the REaCH early college and offers classes at area high schools through the Career and College Promise program.

Our Mission and Purpose

As an integral community partner, Isothermal Community College exists to improve life through learning by providing innovative, affordable educational programs and inclusive opportunities for personal, professional, economic, and cultural development.

1. Project

Isothermal Community College (ICC) seeks capital project management and owner's representative advisory services for its Allied Health & Sciences Design-Build construction project to be located at the Rutherford Campus, 286 ICC Loop Road, Spindale, NC. This project will provide a home for the college's Nursing, EMT, and Paramedic spaces and will offer clinical space in partnership with the Health Department. Additional spaces will be provided as labs, lounge/waiting areas, and administrative offices.

The anticipated construction of the \$32 million facility will begin in May 2025 with a target completion date of August 2026.

2. Professional Services Required

ICC requires that the selected candidate holds Certified Construction Manager (CCM) certification within the state of North Carolina and experience as a project engineer. The Capital Project Manager will work with the awarded design-build team throughout the design, construction, and close-out construction phases of the project. The Capital Project Manager will report to Madeline Smith, Vice President of Operations, at Isothermal Community College.

3. Submittal

Interested parties are to submit a Statement of Qualifications and fee requirements no later than 3:00 PM EST on Monday, August 26, 2024. Submissions must include the company's organizational structure, years in business, and evidence of authority to conduct business in North Carolina. Identify projects completed within the last five years in which you

served as project manager. Provide name, location, and total dollar value for each project. Please identify any projects which you are currently committed to as well, including the project name, location, timeline with target completion date, and total dollar value for each project. Please attach a letter from a surety company (or its agent) licensed in North Carolina verifying your ability to provide adequate performance and payment bonds for this project. Two copies of the SOQ are required for the submittal. One sealed copy, to be addressed to Madeline Smith at Isothermal Community College, Administration Building, 286 ICC Loop Rd, Spindale, NC 28160 and one electronic copy submitted to the E-Procurement Electronic Vendor Portal are required. Please include “Allied Health & Sciences Building Construction Project “102-353” on the sealed envelope and on the electronic submission. Late responses will not be considered.

NO MANDATORY PRE-SITE CONFERENCE IS REQUIRED FOR THIS RFQ.

4. Submittal Questions

Submittal questions **will be due on or before 3:00 PM EST on Wednesday, August 14, 2024.** This will provide participating Offerors the opportunity to ask questions related to the RFQ in writing. **Answers will be provided by Addenda, via the NC Electronic Vendor Portal, by end of business day on Monday, August 19, 2024.**

5. Communication

All communications, modifications, clarifications, amendments, questions, responses or any other matters related to this RFQ must be made only through the point of contact noted on the cover of this RFQ. All questions will be answered and made public through the Electronic Vendor Portal. No contact regarding this RFQ shall be made with any other Isothermal Community College employee. Violation of this provision is cause for ICC to reject a participant’s proposal.

6. Project Procurement Schedule

Date:	Event
August 5, 2024	Issue RFQ
August 14, 2024	Submittal Questions Due by 3:00 PM EST
August 19, 2024	Addenda Posted by End of Business Day
August 26, 2024	Submit RFQ Due by 3:00 PM EST
August 29, 2024	Interviews with Shortlisted Firms

7. Scope of Work Timeline

Project Kickoff Phase (September – December 2024)

- On-site meeting with design-build (DB) team, ICC, SCO, and other stakeholders
- Zoning, permits, schematic drawings, and SCO document review
- Schedule and budget development

Design & Early Site Work Phases (December 2024 – May 2025)

- Facilitation of design drawing meetings
- Relocation of existing utilities, clearing, grading, water, sewer, etc.
- Final document preparation and submission to SCO

Construction Phase (May 2025 – July 2026)

- DB team management
- Cost/budget and timeline tracking
- Quality assurance

Move Management Phase (July 2026 – August 2026)

- Relocation of existing lab and classroom space to new facility
- Furniture procurement and delivery

Closeout Phase (Fall 2026)

- Final punch list
- Closeout documentation, including warranties and financial statements
- O&M manual development