



**City of Raleigh**

**Request for Qualifications #: 274-2024-RCPAC-05**

**Title: Raleigh Convention and Performing Arts Complex –  
Expansion and Relocation**

**Construction Manager at Risk Services**

**Submittal Due Date and Time: February 6, 2024 not later than 4:00  
p.m. EST**

**ADDENDUM NO. 1**

Issue Date: January 23, 2024

**Issuing Department: Raleigh Convention and Performing Arts Complex  
Direct all inquiries concerning this RFQ to:**

Suzanne Walker  
Capital Projects Manager  
Email: [suzanne.walker@raleighnc.gov](mailto:suzanne.walker@raleighnc.gov)

City of Raleigh  
Addendum #1 to RFQ 274-2024-RCPAC-05

**Issue Date: January 23, 2024**

To: All Proposers

This Addendum, containing the following additions, clarifications, and/or changes, is issued prior to receipt of qualification packages and does hereby become part of the original RFQ documents and supersedes the original RFQ documents in case of conflict.

Receipt of this addendum must be acknowledged by signing in the area indicated below. Please make the follow additions, clarifications, and/or changes to the RFQ as listed below and **sign and return this addendum with your submittal package.**

The mandatory pre-submittal conference meeting was held at 1:00 PM ET, January 17, 2024, at 500 S. Salisbury Street Raleigh, NC 27601. Attendees arriving at the main entrance were advised of the meeting location within Conference Room 304 of the Raleigh Convention Center. RFQ registration was conducted at the conference.

The following is included within this addendum:

1. Written questions received in accordance with Section 1.3 RFQ Timeline
  - a. Questions and Answers
2. Mandatory Pre-Submittal Conference Presentation
3. RFQ Registration Sign-In Sheet for Mandatory Pre-Submittal Conference

Suzanne Walker  
Capital Projects Manager

**Sign below and return this addendum with your submittal response.**

---

**Proposer Name & Company:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

## Written Questions Received in Accordance with Section 1.3 RFQ Timeline - Questions and Answers

1. Question: What do we need to do to prequalify?
  - a. Answer: This solicitation does not include prequalify. The attached, completed and signed RFQ registration sign-in sheet for Mandatory Pre-Submittal Conference resulting from the January 17, 2024 conference will be used to validate that submittals have been received from those contractors in attendance at the pre-submittal conference. Responses to the RFQ will only be accepted from those contractors that have signed and registered at the mandatory pre-submittal conference. Failure to sign and register at the conference will be cause for rejection.
2. Question: Regarding the questionnaire, is this to be filled in before or after we complete the job because this would be the first time, we would be working with you?
  - a. Answer: Submittal responses must follow the format outlined in Section 2. Qualifications Package. Appendix II Proposer Questionnaire and Appendix III Reference Questionnaire should be completed per the instructions provided.
3. Question: Clarify whether the same job in Raleigh, “Convention Performing Arts” is a CMAR job or you are looking for Subcontractors.
  - a. Answer: Request for Qualifications #274-2024-RCPAC-05 provides information related to the solicitation, including addenda as posted to the North Carolina electronic Vendor Portal (eVP) at: <https://evp.nc.gov/> Proposers must respond to the entire Request for Qualifications (RFQ). Any incomplete proposal may be eliminated from competition at the discretion of the City of Raleigh. The City reserves the right to reject any or all proposals for any reason and to waive informality it deems in its best interest.
4. Question: Tab 4 – Team Organization states resumes should be included for key staff members. Tab 8 – References and Resumes – should resumes be included in this section or in Tab 4?
  - a. Answer: Submittal responses must follow the format outlined in Section 2. Qualifications Package. The City may reject as non-responsive at its sole discretion any submittal that does not provide complete and/or adequate responses or departs in any substantial way from the required format.
    - i. Referencing Section Tab 4: Team Organization, Experience, and Certifications/Qualifications & Minority and Woman-Owned Business Enterprise Participation Strategy: Resumes and curricula vitae shall be submitted for key project staff members.
    - ii. Referencing Section Tab 8: References and Resumes: Include all other detailed and descriptive information for project reference information noted in Tab 5. Reference information may also include letters from project owners. It is desired that the references be made aware the firm has submitted qualifications for this project and may be contacted by the City.
5. Question: Are there any page limits or paper size limits?
  - a. Answer: There are no page limitations or paper size limits for the proposal as a whole. Proposals must follow the format as defined in Section 2. Qualifications Package.

6. Does each firm have to provide 3 references, or if its 3 per the entire team?
  - a. Answer: If the Offeror is a joint venture firm or partnership, the Offeror must provide all identification information for all parties and all requirements for all parties.
7. Question: Will the anticipated completion dates of April 2026 for the Red Hat relocation and 2nd Quarter of 2028 for the Convention Center expansion be affected by the Convention Center Hotel project's contract or construction start/completion dates?
  - a. Answer: These are separate projects that will be performed independently from each other.
  - b. Answer: Included in Appendix V are excerpts from the City's standard construction contract terms and conditions, which shall be included in any contract resulting from this solicitation. The City's estimated project schedule is from FY 2024 through FY 2029 for the Raleigh Convention and Performing Arts Complex – Expansion and Relocation Construction Manager at Risk Services. The City will not consider any exceptions to these terms presented in Appendix V to Request for Qualifications # 274-2024-RCPAC-05 in a response and no template contract language submitted by an Offeror will be considered acceptable to the city.
8. For the MWBE Participation Form required to be submitted, if you are submitting as a joint venture where one of you JV partners is an MWBE firm, do you submit one form under the JV's name and include the MWBE firms as a subcontractor to capture participation at the prime level, or should each firm in the JV submit a separate form as the Primary Contractor, or would you need it in some other way?
  - a. Answer: If the Offeror is a joint venture firm or partnership, a separate 'MWBE Participation Form' must be submitted for each firm/partner along with separate identification and requirements for all parties.

## **Mandatory Pre-Submittal Conference Presentation**

# MWBE Program

Pre-submittal Conference:

Raleigh Convention and Performing Arts  
Complex – Expansion and Relocation





Raleigh

# NC General Statutes

## § 143-128.1. Strategy to solicit and engage minority participation

- The COR has an aspirational goal of 15% of the total contract amount to be performed by Certified MWBE businesses on construction and repair projects of \$300,000 or more and contracts of \$100,000 or more that include State funds.

## § 143-128.2. Submission of HUB Plan

- The CMAR must submit its plan for approval by the COR prior to soliciting bids for any of the projects first-tier subcontractors.

## § 143-128.4. Good Faith Efforts

- The CMAR and first-tier subcontractor shall make a good faith effort to solicit minority participation.



Raleigh

# RFQ Response should include:

- Strategy
  - Strategy to identify participation of MWBE firms
  - Identifies your company's Corporate Culture for diversity and inclusion
- Past Participation Plan

Successful MWBE plan from prior project that identifies:

  - Plan to meet (or exceed) 15% goal for minority and women participation
  - Resources committed to minority and women-owned business participation
  - Demonstration of good faith efforts
  - Proactive approach to common barriers
    - Bonding, supplier pricing, payment consideration, size modification of trade/bid packages





# HUB Plan

- Develop an MWBE Participation Plan specifically for Raleigh Convention and Performing Arts Complex – Expansion and Relocation that identifies:
  - Plan objective
  - How objectives will be accomplished
  - How you will identify and recruit MWBE businesses



# HUB Plan cont'd

## Successful MWBE Participation Plan

- Plan to meet (or exceed) 15% goal for minority participation
  - Seek out and use MWBE suppliers/subcontractors
- Proactive approach to common barriers
  - Bonding issues
  - Supplier pricing
  - Payment consideration
  - Size modification of trade/bid packages



# HUB Plan cont'd

- Resources committed to minority participation outcomes
  - Staff focused on securing minority participation
  - Financial line item for minority participation efforts
- Good Faith Efforts
  - Innovative
  - Targeted



## Dedicated MWBE Program Team:

### **MWBE Program Manager**

Lekesha Shaw - [Lekesha.Shaw@raleighnc.gov](mailto:Lekesha.Shaw@raleighnc.gov)

### **MWBE Program Coordinators**

- Pam Adderley - [Pam.Adderley@raleighnc.gov](mailto:Pam.Adderley@raleighnc.gov)
- Alisha Puckett – [Alisha.Puckett@raleighnc.gov](mailto:Alisha.Puckett@raleighnc.gov)
- Maria Torres - [Maria.A.Torres@raleighnc.gov](mailto:Maria.A.Torres@raleighnc.gov)

# Pre-Bid Meeting

Request for Qualifications: 274-2024-RCPAC-05

Raleigh Convention and Performing Arts Complex – Expansion and  
Relocation

Construction Manager at Risk Services

January 17, 2024



# Agenda

- RFQ Registration
- Purpose and Timeline
- Submission of Questions
- Submittal Requirements
- Qualifications Package
- Proposal Evaluation
- Scope of Service
- Joint Ventures
- Conclusion



# RFQ Registration

- RFQ registration will be conducted at this conference.
- The completed and signed registration sheet resulting from this conference will be used to validate submittals received from contractors in attendance at the pre-submittal conference.
- Responses to the RFQ will only be accepted from those contractors that have signed and registered at this mandatory pre-submittal conference.
- Failure to sign and register at this conference will be cause for rejection.



# Purpose

- RFQ from Construction Manager at Risk (CMAR) firms with expertise in the construction of hospitality industry or public assembly facilities.
- CMAR services include, but not limited to pre-construction and construction phase services for the expansion of Raleigh Convention Center (RCC) and relocation of Red Hat Amphitheater (RHA).

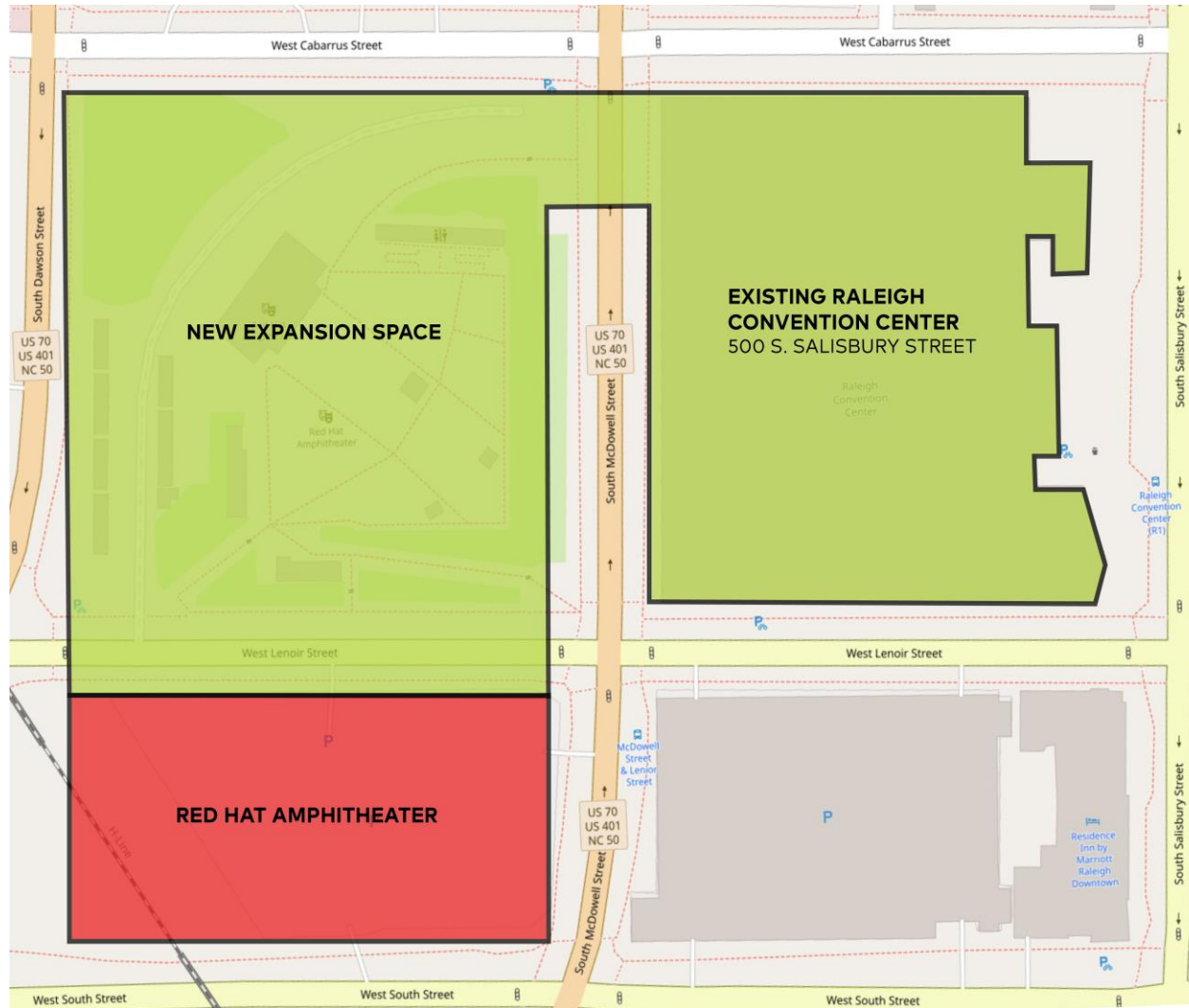




# Project Description

- We have selected Ratio & TVS as our Architect/Design Firm
- “Phased” approach: Construct RHA in new location to be ready for 2026 season (April 2026). Then work on RCC begins in current RHA location. The estimated project completion is 2<sup>nd</sup> quarter 2028.
- City will have an Owner’s Rep for this project.
- The entire project budget, including design and construction and other soft costs, shall not exceed \$387.5M.





# RFQ Timeline

RFQ Process	Date and Time
RFQ Advertisement Date	January 9, 2024
Pre-Submittal Conference	January 17, 2024 @ 1pm
Deadline for written questions	January 19, 2024 not later than 4pm
City Response to questions (anticipated)	January 23, 2024
<b>Submittal Due Date and Time</b>	<b>February 6, 2024 not later than 4pm</b>
Evaluation Meeting	February 14, 2024
Interviews (if required)	February 21, 2024
Selection Announcement (tentative)	March 2024

# Questions

- All Respondents submitting to this RFQ periodically check the North Carolina electronic Vendor Portal (eVP) for any Addenda. It is the Respondents responsibility to ensure that all addenda have been reviewed and, acknowledged on the cover letter included in the RFQ response.
- All questions submitted in writing (via email) not later than 4:00 pm January 19, 2024 to [suzanne.walker@raleighnc.gov](mailto:suzanne.walker@raleighnc.gov)



# Submittal Requirements

- Reference Section 1.6 Submittal Requirements and Contact Information for full details.
- The City intends to utilize its standard CMAR contract language without modification for this project. Exceptions to the City's standard contract language will not be allowed.
- **Proposers must respond to the entire RFQ. Any incomplete proposal may be eliminated from competition at the discretion of the City of Raleigh.**



# Qualifications Package

- Submittal responses must follow the format outlined in Section 2. Qualifications package.
- Responses should be divided using tabs to separate each section, listed sequentially for Tab 1 through Tab 9 in Section 2.1 Request for Qualifications Required Document Format.



# Hourly Rates

This solicitation is being issued in accordance with NCGS 143-64.31, otherwise known as the Mini-Brooks Act, and therefore price cannot and will not be a determining factor in the selection of the successful contractor.

One copy of the Hourly Rate Schedule (see Appendix I) for all proposed project personnel should be enclosed with the separate Financial Information (Tab 9), in a sealed envelope and submitted as a separate file when electronic submittals are acceptable.



# Proposal Evaluation

- Proposals will be evaluated based solely on the criteria in 3.1 Evaluation Criteria.
- The city reserves the right to delay the award of a contract or to not award a contract.
- General conditions and specification of the RFQ, including the company's fee proposal, and/or written correspondence applicable to the RFQ, may become part of the contract documents.





# Contract Term

- Appendix V are excerpts from the City's standard construction contract terms and conditions, which will be included in any contract resulting from this solicitation.
- The City's estimated project schedule is from FY 2024 through FY 2029.
- The City will not consider any exceptions to these terms presented in a response and no template contract language submitted by an Offeror will be considered acceptable to the City.



# Scope of Services

- The awarded firm shall provide services, all as set forth in this RFQ and more particularly described in Section 4: Scope of Service of the RFQ solicitation.
- **The scope of services described is not comprehensive and additional services may be required.**
- The selected firm will receive additional information about the project to further define scope of work to be included in their proposal.



# Scope of Services

- For the purposes of this solicitation, CMAR services include both Pre-Construction and Construction Services.
- Selected consultants shall be required to coordinate and cooperatively work with other consultants hired by the City of Raleigh.
- The CMAR Agreement includes the detailed scope of services and is included as Appendix V.



# Joint Ventures

- RFQ responses from joint ventures will be considered. The organization and terms of agreement between the joint venture partners will affect the evaluation of the RFQ response.
- There must be a **lead** partner in the joint venture such that the primary decision maker is clearly defined for the City. The City reserves the right to reject any proposal submitted by a joint venture in which the terms of the joint venture agreement are not acceptable to the City.



# Project Understanding

- Provide all identification information for all parties and all requirements for all parties (i.e., licenses, insurance, etc.) as requested.
- Identify responsibilities of each joint venture or partnership party with respect to the scope of services/ work inclusive of the requirements for each entity.



# Conclusion

Thank you for your interest in the public advertisement.

The Mandatory pre-submittal conference has ended.



**RFQ Registration Sign-In sheet for Mandatory Pre-Submittal Conference**

Registration Sign In Sheet: January 17, 2024 at 1:00 PM location 500 S. Salisbury Street Raleigh, NC 27601

Request for Qualifications #274-2024-RCPAC-05 Title: Raleigh Convention and Performing Arts Complex – Expansion and Relocation Construction Manager at Risk Services

Name	Physical Mailing Address	Phone Number	Valid Email Address
BARR AND BARR INC MAX STANISCE	555 FAYETTEVILLE ST SUITE 300 RALEIGH NC	919 664 3779	MSTANISCE@BARRANDBARR.COM
Heather Justus Skanska	4309 Emper Blvd. Suite 200 Durham, NC 27703	919 730 4491	heather.justus@skanska.com
Tony Stoneking	#106 SOUTH McDOWELL ST #206 RALEIGH NC 27601	919-795-4954	TSTONEKING@BBCUS.COM
Greg Tadd	8529 Six Forks Road, 15D Raleigh NC 27615	919-256-6460	greg.tadd@whiting-turner.com
CATE SERVICES - RODNEY RENIX	1306 BROAD ST. DURHAM, NC 27705	919.417.3824	RDRENIX@CATESVC.COM
Pam Adderley	COR		pam.adderley@raleighnc.gov



Offerers must provide valid contact information including name, physical mailing address, phone number, and valid email address.



Registration Sign In Sheet: January 17, 2024 at 1:00 PM location 500 S. Salisbury Street Raleigh, NC 27601

Request for Qualifications #274-2024-RCPAC-05 Title: Raleigh Convention and Performing Arts Complex – Expansion and Relocation Construction Manager at Risk Services

Name	Physical Mailing Address	Phone Number	Valid Email Address
Matt Chambers	421 N. Harrington St. Suite 200 Raleigh, NC 27603	(919) 998-8585	mattchambers@clancytheys.com
Fleming Herring	421 N. Harrington St. Suite 200 Raleigh, NC 27603	(919) 834-3601	flemingherring@clancytheys.com
DARREL SEABROOK	2001 W. MOREHEAD ST SUITE F. CHARLOTTE, NC	614-390-4797	dseabrook@datson-cook.com
Marty Moser	4325 Pleasant Valley Rd Raleigh NC 27622	(919) 427-1756	MMOSER@BARNHILLCONTRACTING.COM
Valerie Bono	4325 Pleasant Valley Rd Raleigh NC 27622	910 547 9237	VBONO@Barnhillcontracting.com
Isian Tripp	4131 Parklark Ave Suite Raleigh NC 27602	(252) 646-2285	itripp@daeverettgroup.com
Dion Chavis	4904 Stony Falls Way Knightdale 27545	(757) 927-2773	Dion.Chavis@gmail
Talulope Omokaye	<del>4515</del> 236 Sunnybrook Rd Box 46692 Raleigh NC 27620	919-792-8352	BSRconsultingmt@gmail.com



Offerers must provide valid contact information including name, physical mailing address, phone number, and valid email address.

Registration Sign In Sheet: January 17, 2024 at 1:00 PM location 500 S. Salisbury Street Raleigh, NC 27601

Request for Qualifications #274-2024-RCPAC-05 Title: Raleigh Convention and Performing Arts Complex – Expansion and Relocation Construction Manager at Risk Services

Name	Physical Mailing Address	Phone Number	Valid Email Address
Erin Crowley	4309 Empress Blvd Durham, NC 27703	919 998 9302	erin.crowley@skanska.com
JEFF BEAM	421 FAYETTEVILLE ST STE 1300, RALEIGH NC 27601	919 741 9599	JBEAM@HOLTBROTHERRSING.COM
LAQUANA BAILEY	406 S MCDOWELL ST STE 200 Raleigh NC 27601	919 201 3832	lbailey@balfourbeattyus.com
Chad Humphrey	406 S. McDowell St Suite 200 Raleigh NC 27601	919 795 6618	chumphrey@balfourbeattyus.com
Jason Deans	673 Comtech Dr Pembroke, NC	980 253-5799	jdeans@metconus.com acarter@metconus.com



Offerers must provide valid contact information including name, physical mailing address, phone number, and valid email address.

Registration Sign In Sheet: January 17, 2024 at 1:00 PM location 500 S. Salisbury Street Raleigh, NC 27601

Request for Qualifications #274-2024-RCPAC-05 Title: Raleigh Convention and Performing Arts Complex – Expansion and Relocation Construction Manager at Risk Services

Name	Physical Mailing Address	Phone Number	Valid Email Address
Ben Huffman	4309 Emperor Blvd., Ste 200 Durham NC 27703	919.201.1420	ben.huffman@skanska.com
Walter Benoit	4309 Emperor Blvd., Ste 200 Durham NC 27703	919.730.6678	walter.benoit@skanska.com
DAVID WEST	<del>4309 Emperor Blvd.</del> Raleigh NC 27602	919/868-4511	dwest@skanska.com
W. C. Construction William C. Cochran S.	148 CUB CREEK <sup>CURT</sup> WLS	336-397-4109	William@wcconstructionco.com
Bobby Myer	4309 Emperor BLYP. STE 200, Durham NC	919.730.0391	bob.myer@SKANSKA.COM



Offerers must provide valid contact information including name, physical mailing address, phone number, and valid email address.