

REQUEST FOR QUALIFICATIONS



Pender County Finance

PO Box 1578
805 S. Walker Street
Burgaw, NC 28425

Park Design, Engineering and Construction **Administration – Central Pender Park Phase 1**

RFQ# 23-252

Addendum 1 Questions & Answers

Issued: 07/19/2023

Responses Due: 08/01/2023 by 2:00pm

Contact: Trisha Newton, Purchasing Manager

Phone: 910.259.1281

Email: purchasing@pendercountync.gov



Q&A for Central Pender Park RFQ # 23-252

1. Page 3 states the County is seeking an engineering firm for the project. Does the County have any objection to a landscape architecture firm taking the lead as the prime consultant with a civil engineering firm being included on the team as a sub consultant for all engineering-related scope items? **The contract will be awarded to a NC licensed firm with the resources to complete the scope, which may be primarily a landscape architecture firm. If respondents are not licensed engineering firms, please include all requested information regarding the qualifications of the NC licensed engineering firm you intend to work with in addition to your own firm's qualifications.**
2. Page 3 states the project is "design/build". This typically means that a general contractor hires the design consulting firms under their single contract. Is this truly a design/build contract or is design under one contract with the County and a second County contract with a general contractor to build it? **It does not state design/build – it specifically says it is a design-bid-build project.**
3. Is the initial survey work adequate for engineering drawings or is additional topographic surveying services required? **A survey was performed in 2000 (deed book 1604, page 143). Additionally, a wetland delineation was performed in 2021 which shows several jurisdictional ditches, and some other water features that will impact the design. Whether or not additional topographic surveying will be required would be determined by the selected engineering firm.**
4. Can the County provide a PDF of the initial survey for our team to review? **Survey and USACE wetland delineation are attached.**
5. Will the county accept a pre-engineered and prefabricated restroom-concession building as opposed to designing one from scratch which would require an architect, MEP consultant and structural engineer as part of the proposal team? **The county has sealed plans for the restroom/picnic shelter, only a small fee to the design team to adapt the plans for this site specifically will need to be included. A construction cost for the building is also known, but if a prefabricated building is less expensive than our design, and meets the same guidelines, the County would consider the option.**
6. Will the county accept a pre-engineered picnic shelter (such as through Poligon or Icon)? **See answer to # 5.**
7. For references, you're asking for "Prior experience and performance with Pender County or similar", what does "similar" mean in this context? Are you looking for geographic region similarity, scope of work similarity, or both? **As part of the references section, we are interested in knowing if you have performed any work with Pender County or other government agencies.**
8. We wanted to reach out about the Pender Central Park Expansion listing in Burgaw, NC. Are there any mandatory meetings or required site visits? Also, is there any important documentation needed for this project? **There are no mandatory meetings in order to be considered for this RFQ. Documentation provided with this addendum and the original RFQ should suffice. If respondents are not licensed engineering firms, please include all requested information regarding the qualifications of the licensed engineering firm you intend to work with in addition to your own firm's qualifications.**
9. What permits do you anticipate will be required? **In addition to the typical site development permits there may be additional permitting required depending on the ultimate design as it relates to the Clean Water Act.**

10. What is the extent of assistance needed with the advertising/bidding process? **The County will expect assistance in preparing accurate bid packages for the required trades and be prepared to answer and technical questions regarding the bid package. We may opt to administer the bidding process completely or we may request the firm produce the necessary publications as well as administer the bid process in coordination with County staff.**
- a. Will the selected firm be assisting with construction administration (CA) or have complete CA oversight? **The County is seeking a firm capable of providing complete construction administration, however we may opt to administrate all of the construction requirements in house.**
11. Is the project design coordination solely with Pender Co. or are there other entities involved? **All project coordination will be directly with County Staff, there are no other entities involved.**
12. Will a TIA be required? **We do not anticipate a requirement for a traffic study at this site.**

We apologize that we have had technical difficulties with the County website. However, we are continuing with our original schedule as planned.

Advertisement of RFQ	June 23, 2023
Deadline for Questions	July 13, 2023 by 2:00pm
Deadline for receipt of SOQs	August 1, 2023 by 2:00pm
Interviews (if needed)	August 2-11, 2023
Board of Commissioners Meeting	September 5, 2023
Desired Effective Date	Negotiations complete prior to BOCC meeting

Statements of Qualifications are due on or before 2:00 pm on August 1, 2023. There will not be a formal opening. The submittal package should be clearly marked "RFQ # 23-252 Pender Central Park Design, Engineering and Construction Administration" and identify the firm submitting the SOQ. Submissions shall be addressed to the attention of Trisha Newton, Purchasing Manager at one of the following addresses.

By US Mail:
Pender County Purchasing
Attn: Trisha Newton
PO Box 1578
Burgaw, NC 28425

Mark outside of Envelope
RFQ # 23-252
Pender Central Park Design,
Engineering and Construction Admin

Also indicate your firm name.

In Person / By Courier:
Pender County Purchasing
Attn: Trisha Newton
805 S. Walker St.
Burgaw, NC 28425

Mark outside of Envelope
RFQ # 23-252
Pender Central Park Design,
Engineering and Construction Admin

Also indicate your firm name.

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