



**REQUEST FOR QUALIFICATIONS  
FOR DESIGN-BUILD SERVICES  
PUBLIC NOTICE**

January 13, 2022

The County of Currituck, North Carolina (“County”) requests Statements of Qualifications (SOQ) for the services of a Design-Builder (“DB” and/or “Proposer”) for the construction of a new elementary school in Moyock, North Carolina (“Project”).

The Request for Qualifications (RFQ) package in electronic (PDF) format shall be requested from Crystal Owens, Contract Purchasing Agent by email at [Crystal.Owens@CurrituckCountyNC.gov](mailto:Crystal.Owens@CurrituckCountyNC.gov). The County is not responsible for full or partial sets of RFQ documents, including addendum, obtained from any other source.

Each Proposer having requested the full RFQ package will be provided the package in an electronic (PDF) format by email no later than 2:00 p.m. on Friday, January 28, 2022. Proposers shall upload one (1) electronic file of the complete SOQ package in PDF format in the provided OneDrive folder link no later than 4:00 p.m. Eastern Standard Time (EST) on Tuesday, February 15, 2022. The Proposer’s name and the project name should be clearly displayed in the submittal file name.

It is the sole responsibility of the Proposer to ensure receipt of its Statement of Qualifications to the County. Submittals received after the due date and time will not be considered. Confirmation of receipt by telephone can be made directly to Crystal Owens at [crystal.owens@currituckcountync.gov](mailto:crystal.owens@currituckcountync.gov) or 252-232-2381.

The County reserves the right to negotiate with any and/or all Proposers that submit qualifications. The County further reserves the right to reject all offers or award a contract which, in its judgment, is in the best interest of Currituck County. The County reserves the right to waive any informality.

The County does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, sexual orientation, or genetic information in employment or the provision of or contracting for goods or services. The County is an equal opportunity employer and encourages Small Business Entities, Women Owned Businesses and Minority Owned Businesses to submit qualifications.

**Project Site**

The new elementary school will be located on approximately 36 acres at Parcel ID Number 002200000210000 located on Tulls Creek Road in Moyock, North Carolina.

**Scope of Work**

The County requests qualifications from design-build teams for the design, permitting and construction of an elementary school.

**Anticipated Project Schedule**

Activity:

Request for Qualifications advertisement  
Deadline for submittal of questions  
Statement of Qualifications due  
Award expected

Dates:

01/13/2022  
02/02/2022, 4:00 p.m. EST  
02/15/2022, 4:00 p.m. EST  
March 2022

The County reserves the right to adjust the schedule and add or remove specific activities to meet the unique needs of this Project.

## **Selection Criteria and Weighting of Qualifications**

Statements of Qualifications will be evaluated based on Proposer's responses to the requirements of this RFQ. Evaluations will focus on relative strengths, weaknesses, and deficiencies associated with the SOQ.

Each Proposer will be evaluated and shortlisted based on their SOQ score (100 points maximum) as determined through a qualification review process scoring criteria noted below:

Section 1: DB Team (15 Total Points – detailed breakdown of points shown below)

- 1.1 DB Team Selection (5 Points)
- 1.2 Profile of Each Firm on DB Team (5 Points)
- 1.3 Profile of Key Personnel (5 Points)

Section 2: Experience (45 Total Points)

Section 3: Project Approach (30 Total Points)

Completeness: Completeness and Readability of SOQ (10 Total Points)

Interviews with the short-listed teams may be held at the option of the evaluation committee. The County reserves the right to obtain clarification or additional information with any proposer regarding its SOQ.

All proposers will be notified of the selection results. Final recommendation of any selected proposer is subject to the approval of County officials. The County reserves the sole right to select the most qualified proposer(s) deemed to be in the best interest of the County.

## **Project Team Selection**

Each design-builder shall provide:

- a. A list of licensed design professionals the DB proposes to use on the project. Provide a narrative explaining why the DB selected each firm for the DB Team.
- b. The DB's strategy for selecting the contractors and subcontracts based on the provisions of Article 8 of Chapter 143 of the General Statutes.

By submitting an SOQ, the Proposer certifies to the County that each licensed design professional who is a member of the DB team, including subconsultants, was selected based upon demonstrated competence and qualifications in the manner provided in N.C. Gen. Stat. § 143-64.31.

## **Historically Underutilized Businesses (HUB) Participation**

Currituck County follows the guidelines required for recruitment and selection of Historically Underutilized Businesses. The County does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, sexual orientation, or genetic information in employment or the provision of or contracting for goods or services. The County is an equal opportunity employer and encourages Minority and Women Business Enterprises (M/WBEs) to participate in County contracting and sub-contracting opportunities through the North Carolina Historically Underutilized Business (HUB) Certification Program.

In accordance with N.C. Gen. Stat. § 143-128.2, the County, as awarding authority for public building construction and building repair projects, and the contractors and subcontractors performing the awarded contracts, shall cooperate and in good faith do all things legal, proper, and reasonable to achieve the County's minority business participation goal of ten percent (10%) in each building construction project.

The selected Proposer is required to:

- a. Make good faith efforts to reach this goal, including the ten specific actions listed in N.C. Gen. Stat. § 143-128.2(f);
- b. Maintain and provide the County with documentation of any contacts, correspondence, or conversation with minority businesses made to meet the 10% participation goal; and
- c. Execute the appropriate HUB participation forms.

Additional information regarding Historically Underutilized Businesses is available on the N.C. HUB website: <https://ncadmin.nc.gov/businesses/hub>.