



CITY OF HANAHAN
PROCUREMENT DEPARTMENT
Kitty Farias: Purchasing Agent
1255 Yeamans Hall Road
Hanahan, S.C. 29410
RFQ - COH#-111720

REQUEST FOR QUALIFICATIONS – STEWARD STREET PARK RENOVATIONS

The City of Hanahan is seeking an experienced Design Firm for renovations to the Steward Street Property in Hanahan, SC. This will be a **Design/Bid/Build** Project. Three copies of your submission are required for the City review committee.

This request for qualifications (**RFQ**) for Steward Street Property is issued by the *City of Hanahan Procurement office*.

This document comprises the following sections:

- Section I:** City Information
- Section II:** Project description and timeline
- Section III:** Evaluation criteria and instructions
- Section IV:** Qualifications and experience
- Section V:** Terms and conditions

SECTION I: CITY INFORMATION

INFORMATION		
Municipality	RFQ Title	
City of Hanahan	STEWARD STREET PARK RENOVATIONS	
RFQ date issued: 11/17/2020	Response deadline: December 2, 2020, 2 P.M. EST.	
Description	The City of Hanahan is a municipality located in the City of Hanahan, S.C.	
Contact Information		
Project Manager	Phone	Email
Randy Moneymaker	843.670.6704	rmoneymaker@cityofhanahan.com

****All submissions of interest to this RFQ shall be delivered by Mail, FedEx, UPS or Hand Delivery only.**

Attention: Kitty Farias –
kfarias@cityofhanahan.com Procurement
 Office - Contract Administration
 City of Hanahan
 1255 Yeamans Hall Road
 Hanahan, S.C. 29410

SECTION II: PROJECT DESCRIPTION

Project Information	
Project description	<p>The City of Hanahan is renovating property located at the old Public Works (Steward Street) property in Hanahan. In addition to building renovations the design will include, but are not limited to the following:</p> <ul style="list-style-type: none">• Fishing Pier(s)• Kayak Launch• Community Building (upgrade)• Pavilion(s) Upgrade• Bathrooms/Kitchen Warming room, etc. <p>Budget Amount: \$1.5 Million</p>
Project goals	<p>The City is improving the Steward Street property to provide park and recreation needs to the residents of the City of Hanahan. The construction for this renovation will be a design/bid/ build by the Design Firm selected by the City.</p> <p>Design/Bid/Build</p>

RFQ Timeline
<p>RFQ Issued: 11/17/2020 Responses due: 12/02/2020, 2PM. Shortlist announced by: 12/04/2020 – Selected will be contacted for interviews. Final selection: Interested firms will be interviewed by a review board and selected according to the firm’s ability to meet the requirements set forth below.</p>

SECTION III: EVALUATION CRITERIA AND INSTRUCTIONS

Evaluation Criteria	
Evaluation Criteria	<ul style="list-style-type: none">• Years of experience• Experience with the type of project specified in the RFQ• Proven capacity to deliver the project requirements on time and on budget• Customer references• Awards

Delivery and submission instructions

The following will be required in your firm's submission of interest. See the following in Section III.

SECTION IV: QUALIFICATIONS AND EXPERIENCE – Design Firm

Qualifications

- **Describe company background**
- **Key personnel and backgrounds**
- **Awards and recognition**

Experience

- **Describe your management approach**
- **Previous work samples**
- **List three previous customers with similar use cases**
- **Provide contact information for customer references.**

SECTION V: TERMS AND CONDITIONS

CONTRACT COMPLETION PERIOD: December 31, 2021

PUBLIC RELEASE OF INFORMATION:

Selected firm shall not advertise, issue a press release or otherwise publish information concerning this solicitation or any contract without prior written permission from the City. The City shall not unreasonably withhold permission.

TERMINATION:

Subject to the provisions below, the city may terminate this solicitation at any time during the solicitation timeframe, or after resumes have been submitted by interested firms.

FIRM QUALIFICATIONS:

Firms must upon request of the City, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of this solicitation. The Purchasing Department reserves the right to make the final determination as to the offeror's ability to provide the services requested herein, before entering into any contract.

S.C. LAW CLAUSE:

Upon award of a contract or agreement under this Solicitation, the person, partnership, association, or corporation to whom the award is made must comply with the laws of South Carolina which require

such person or entity to be authorized and/or licensed to do business in this state. Notwithstanding the fact that applicable statutes may exempt or exclude the successful Offeror from requirements that it be authorized and/or licensed to do business in this state, by submission of any signed agreement, the Offeror agrees to subject itself to the jurisdiction and process of the courts of the State of South Carolina and/or City of Hanahan, to all matters and disputes arising or to arise under any contract and performance thereof, including any questions as to the liability for taxes, licenses, or fees levied by the State.

RESPONSIBILITY:

Interested firms shall fully acquaint themselves with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this RFQ. It is expected that this will sometimes require on-site observation. The failure or omission of any Offeror to become acquainted with existing conditions shall in no way become a relief of any obligation with respect to this RFQ or to any potential contract or agreement. Firms will be required to assume sole responsibility for the complete effort, as required by this RFQ. The City will consider the Firm to be the sole point of contact regarding any contractual matters resulting from this solicitation.

OWNERSHIP OF MATERIAL:

Ownership of all data, material, and documentation originated and prepared for the City pursuant to this solicitation or any future contract between the parties shall belong exclusively to the City.

RIGHTS AND REMEDIES:

No provision in this solicitation or in the Offeror's documents shall be construed, expressly or by implication as a waiver by either party of any existing or future right and/or remedy available by law in the event of any claim or default or breach of a contract or agreement. The failure of either party to insist upon the strict performance of any term or condition of this solicitation or any future agreements, or to exercise or delay the exercise of any right or remedy provided in any agreed upon contract, or by law, or the acceptance of materials or services, obligations imposed by this solicitation or future contract, or by law, and shall not be deemed a waiver of any right of either party to insist upon the strict performance of a contract between the parties.

Please note the information below:

*****The review committee will require 3 copies of the Information requested in this RFQ.***

Reviews will determine which firm will best suit the City's needs for this project and when selected will negotiate a contract with the City. If contract negotiation falls through, the City will seek the next firm in line according to qualifications.

See attached Exhibit "A" - - Conceptual(s) for Property Renovation

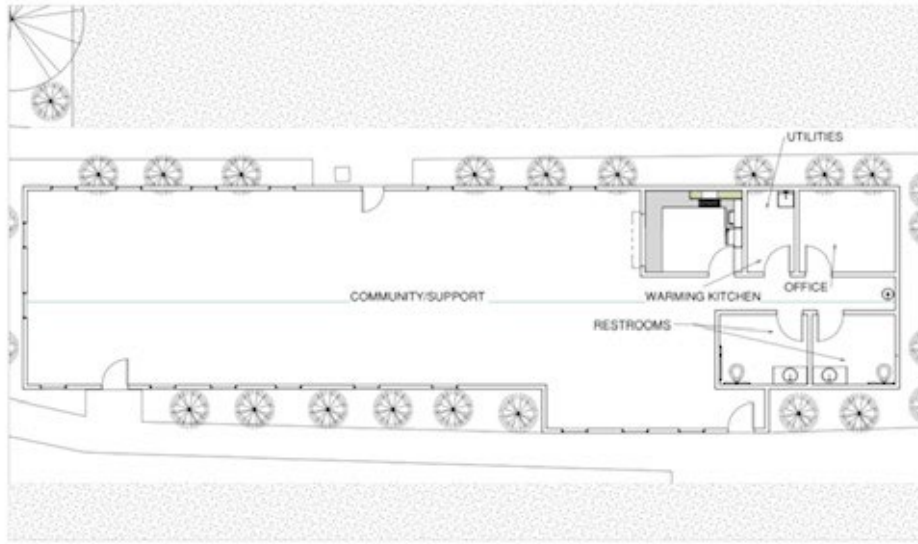
STEWARD STREET CONCEPTUALS

EXHIBIT "A"

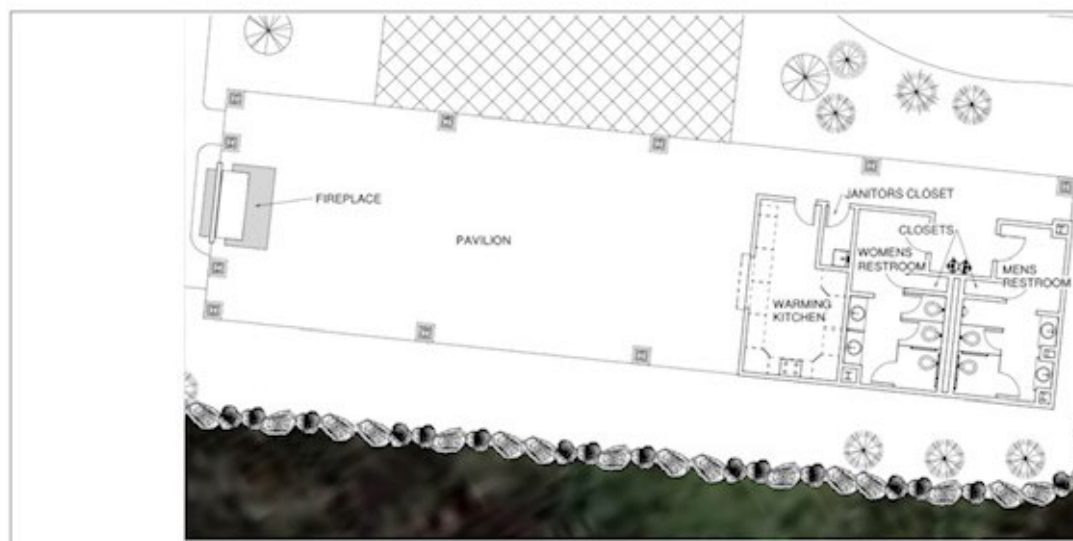


FISHING PIER
STEWARD STREET PARK

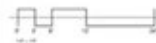




COMMUNITY BUILDING
STEWARD STREET PARK



PAVILION
STEWARD STREET PARK





PAVILION
STEWARD STREET PARK



SITE PLAN
STEWARD STREET PARK



City of Hanahan - Conceptual - Steward Street Park