



Randolph County Purchasing Office

725 McDowell Road, Asheboro, NC 27205

P: 336.318.6304 F: 336.636.7568 Email: lisa.garner@randolphcountync.gov

Request for Qualifications for Design of Randolph County Agricultural Center

Description of Project

Randolph County is seeking a professional firm to provide preliminary and final design, bidding-phase services, and construction administration services for the Randolph County Agricultural Center.

Definitions

As used in this RFQ, the following terms shall have the meanings set forth below:

<i>County:</i>	Randolph County Government
<i>Contract or Agreement:</i>	The contract(s) executed by the County and the Service Provider for the services covered by this RFQ
<i>RFQ:</i>	This Request for Qualifications for the services of preliminary and final design, bidding-phase services, construction administration services and any addenda issued by the County
<i>Services:</i>	The services described in this RFQ
<i>Service Provider:</i>	Each firm that submits a Qualifications Package for consideration by Randolph County in compliance with the requirements stated in this RFQ
<i>SOQ:</i>	Statement of Qualifications - The Service Provider's official response to this RFQ

Scope of Project

The construction site for the Randolph County Agricultural Center is located at 1800 US HWY 64 East, Asheboro, NC and consists of 104.58 acres (Parcel # 7761912926).

Tentative Facility needs:

Agricultural Show Arena (Indoor)

- Approximately 65,000 square feet
- Show ring measuring 120' x 240'



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- Permanent grandstand seating capacity for 2,500, with additional seating capacity on the floor using portable chairs
- Concrete floor, with the ability to have a variety of coverings (dirt, turf, carpet) for maximum versatility
- Concessions
- Restrooms
- Office space (three offices) for center management staff
- Climate Control

Warm-Up Rings (2)

- One covered ring (no climate control)
- One outdoor ring
- Both measuring 120' x 240'
- Adjacent to arena

Barns for Housing Livestock (3)

- 100 stall measuring 10' x 10' for each barn
- Ability to house both horses and cattle
- Several wash rack stations per barn

Meeting and Event Space (Educational & Conference Facility)

- Approximately 7,000 square feet
- Divisible with moveable walls
- Catering Kitchen
- Restrooms

Office Space

- 10,000 square feet of office space for Cooperative Extension Service Offices
- Indoor accessible from indoor meeting and conference space
- Potential for expansion
- Kitchen space for extension service programming

RV Hookups

- 30 sites with electric and water
- Potential for expansion
- Dump station

Parking

- Combination of paved and unpaved spaces
- Buffer between venues and nearby neighborhoods



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Required Qualifications

In order to be considered for this project, a Service Provider must demonstrate that their team has the licensure and experience in design and construction administration of similar projects. The approximate beginning date for services is September 2017.

Statement of Qualifications Preparations

If you would like to be considered for providing the required Services to Randolph County, please mail or hand deliver three copies of your qualifications to:

Lisa Garner
Randolph County
Purchasing Officer
725 McDowell Road
Asheboro, NC 27205
lisa.garner@randolphcountync.gov.

The SOQs are due by 10:00 AM EST, Friday, July 21, 2017.

Your SOQ should consist of the following information:

- a. A cover letter (no more than 1 page) signed by a person empowered to commit the firm to a contractual arrangement with Randolph County. The cover letter should also include all contact information (phone number, email address, and mailing address). The letter should identify the persons who will be responsible for regular communications with Randolph County.
- b. A brief history of the firm and key subs, including the following:
 - Size of the firm and office locations
 - Locations of the office(s) where the work associated with each element of the project will be performed
- c. A range of services provided, relevant work experience, capabilities and expertise that qualify the firm to undertake this project. Relevant work experience should include projects of similar size undertaken within the last five (5) years, involving the field personnel who will be assigned to this project.
- d. A list of the individuals who will be providing services to the County, including their individual work experience and certifications
- e. A description of the firm's approach and methodology to execute the services required for this project
- f. A current certificate of insurance



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Contact with County Staff

Maintaining the integrity of this RFQ is of paramount importance for the County. To this end, unless you have questions regarding the RFQ process itself, do not contact any members of the Randolph County staff until the contract is awarded. Questions regarding the process may be directed to Lisa Garner at lisa.garner@randolphcountync.gov. Answers to questions will be posted on the Randolph County website (<http://www.randolphcountync.gov/Departments/Purchasing-Office/Bids>) by 5:00 pm, Monday, July 17, 2017. Failure to adhere to these restrictions may significantly reduce your prospects for selection.

Due Date

10:00 AM EST on Friday, July 21, 2017.

We look forward to receiving your qualifications package.

Lisa T. Garner
Randolph County
Purchasing Officer