



Cleveland County
NORTH CAROLINA

Request for Qualifications

Design Build Construction of Trails

Broad River Greenway

RFQ-BRGRTP-2024 04/17 - rev 0

April 17, 2024

Cleveland County Administrative Building
Attn: Emily Sisk
311 E. Marion St
Shelby, NC 28150
Office: 704-669-4130
Email: Emily.Sisk@ClevelandCountync.gov

Broad River Greenway

Table of Contents

1.	Introduction	3
2.	Overview	4
3.	General Requirements	5
4.	Firm's Affirmations	5
5.	Submission Requirements	7
6.	Terms and Conditions	7
7.	Scope of Work	7
8.	Included in Qualifications	7
9.	RFQ Contact Form	10

1. Introduction

Cleveland County Government is requesting qualifications of licensed general contracting firms to provide specified professional services in connection with the design build process of the Broad River Greenway Trail renovation/relocation process to improve sustainability.

The submittal deadline is **May 15, 2024** by 3pm.

The firm's qualification package shall be submitted as an electronic PDF on a USB thumb drive, and in 3 paper copies in a sealed envelope/box.

The envelope/box shall be labeled with the project name and the firm's name.

Qualification packages can be submitted by any one of the following methods:

Mail: Cleveland County
Finance & Purchasing Department
Attn: Tonya Brittain
PO Box 1210
Shelby, NC 28151

Hand delivered: Cleveland County Administrative Building
2nd Floor
Finance & Purchasing Department
Attn: Tonya Brittain
311 E. Marion St
Shelby, NC

Administrative questions can be emailed to: Tonya.Brittain@clevelandcountync.gov

Any project scope questions should be emailed to: Emily.Sisk@clevelandcountync.gov no later than 05/10/2024.

2. Overview

Cleveland County and the Town of Boiling Springs co-own the Broad River Greenway. Cleveland County will execute a trail renovation project that will follow the United States Forest Service trail design standards and include widening, smoothing, altering the slope, and reworking trails to include more switchbacks. This work will improve trail sustainability and reduce the environmental impacts the former logging trails have endured over the years.

These trails connect the Carolina Thread Trail from the East and West, and serve as the foundation for reaching into South Carolina and points north following the Broad River. Public input via public meetings and surveys informs Greenway staff and the County that trail improvements are essential to support varied use and ensure long-term sustainability and linkage as more portions of the Carolina Thread Trail, and other regional recreational options come online.

At a minimum, four trails are to be renovated: College Farm, Flint Hill, Nicholsonville, and Wild Turkey. The county has a hard-set budget that “Will be disclosed upon firm selection that must not be exceeded.”

Completion of all work must be no later than December 31, 2025, with all aspects of the Broad River Greenway open and functional as directed, and in acknowledgment of potential environmental indicators (see below). The firm selected will not be awarded a construction contract until a final guaranteed maximum price (GMP) has been provided to the county for approval and acceptance. The qualified General Contractor will be responsible for hiring and selecting a qualified design team “As necessary” to aid in the delivery of this project and meet any/all permitting requirements.

Environmental indicators:

From the US Fish and Wildlife Service, Asheville Field Office (January 2023):

The proposed project is in an area that has potential or known occurrence records of species with federal designations. Below is a list of species which should be considered. No critical habitat is present within the project vicinity.

Common Name	Scientific Name	Federal Status
Dwarf-flowered heartleaf	<i>Hexastylis naniflora</i>	Threatened species
Monarch butterfly	<i>Danaus Plexippus</i>	Candidate species
Tricolored bat	<i>Perimyotis subflavus</i>	Proposed endangered

From the North Carolina Wildlife Resources Commission (January 2023):

There are South Mountain Gray-cheeked Salamander (*Plethodon meridianusa*), a Species of Greatest Conservation Concern (SGCN), in the northern part of Cleveland County. They could exist in forested areas in the southern part of the county, though the forests in the project area may not be suitable for this species.

The Cleveland County Team will choose a qualified firm using a 1-step process—select firms qualified to provide such services based on demonstrated competence and qualifications based on their qualification packets and design team submitted.

The County Team will rate the firm based on, but not limited to, the criteria below:

- Overall reputation of the firm/team
- Key team members — experience and qualifications
- Project references specific to this type of service
- Experience with applicable regulatory agencies and permitting

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- Experience with providing these services to local governments
 - Proposed typical fees/general cost analysis
 - Unique qualities that would make firm/team best suited for the project
 - Proposed team members

Cleveland County will use the standard AIA Document B101™—2017 for the basis of the contract agreement with a terms and conditions addendum as needed.

3. General Requirements

- 3.1. The RFQ contact form must be signed and returned with firm's proposal package for the services and deliverables described in Schedule 7 (the "Scope of Work").
- 3.2. The County will not be bound to act by any communication or proposal submitted by firms other than in accordance with this RFQ.
- 3.3. Firm's questions and the County's responses may or may not be forwarded to all firms. The County reserves the right to communicate all or part of the questions and responses, with all, or certain firms.
- 3.4. By submitting a proposal package in response to this RFQ, firm is deemed to accept the award selection process and criteria and County's discretion in connection with such process and criteria.
- 3.5. By submitting a proposal package in response to this RFQ, the firm acknowledges and waives any claim for compensation of any kind whatsoever against the County or any of its Representatives (as defined below), as a result of its submission, any decision made by the County during the RFQ process, including when acting in its sole discretion, or arising in any other manner from its participation in this RFQ.

4. Firm's Affirmations

- 4.1. By submitting its qualifications, the firm represents and warrants the following:
 - a. This RFQ is a solicitation for professional proposals and is not a contract or an offer to contract.
 - b. The submission of a proposal package by the firm in response to this RFQ will not create a contract between the County and firm.
- 4.2. The County makes no representation or warranty, written or oral, that one or more contracts will be awarded under this RFQ; and
- 4.3. The firm will bear, as its sole risk and responsibility, any cost arising from firm's preparation of a response to this RFQ and, as applicable, contract negotiations.
- 4.4. The firm is a reputable person that is lawfully and regularly engaged in providing and/or performing the *Professional Services*.
- 4.5. The firm has the necessary experience, knowledge, abilities, skills, and resources to provide the *Deliverables* and/or perform the *Professional Services* upon the terms and conditions specified in this RFQ.

- 4.6. The firm is aware of, is fully informed about, and is in full compliance with all applicable federal, state and local laws, rules, regulations and ordinances including, without limitation, those relating to bid rigging.
- 4.7. The firm understands:
 - a. The requirements and specifications set forth in this RFQ and
 - b. The terms and conditions set forth under which the firm will be required to operate.
- 4.8. If selected by the County, the firm will not delegate any of its duties or responsibilities under this RFQ or any resulting contract to any subcontractor, except as expressly provided in the qualifications.
- 4.9. If selected by the County, the firm will maintain any insurance coverage required by the contract during the term thereof.
- 4.10. All statements, information and representations prepared and submitted in response to this RFQ are current, complete, true and accurate. The firm acknowledges that the County will rely on such statements, information, and representations in selecting the successful professional services provider. If selected by the County, the firm will notify the County immediately of any material change in any matters regarding the firm's responses to questions asked by the county, any documentation the firm has provided or any change that would materially impact the firm's ability to execute and complete the project as agreed upon.
- 4.11. The firm has not given or offered to give to the County or any of its Representatives nor does it intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service in connection with its submitted quotation.
- 4.12. The firm certifies that other than the relationships which have been previously disclosed to the County in writing:
 - a. No relationship, whether by blood, marriage, business association, capital funding agreement or any other such kinship or connection exists between the owner of any firm that is a sole proprietorship, the officers or directors of any firm that is a corporation, the partners of any firm that is a partnership, the joint ventures of any firm that is a joint venture or the members or managers of any firm that is a limited liability company, on one hand, and an employee of any affiliate of the County, on the other hand, and
 - b. The firm or any of its officers, directors and shareholders/partners has not been an employee of the County within the immediate twelve (12) months prior to the submittal deadline of this RFQ. All disclosures by firm in connection with this certification will be subject to administrative review and approval before the County enters into a purchase order, contract or agreement with firm.
- 4.13. The firm represents and warrants that no proceedings have been taken or authorized by it or by any other person with respect to the bankruptcy, insolvency, liquidation, dissolution or winding up of the firm nor, to the knowledge of the firm, has anyone threaten to take any such proceedings against it.

5. Submission Requirements

- 5.1. Contact: All completed documents constituting your proposal, as well as any questions or clarifications concerning this RFP must be submitted to the County's representative identified on page 3 of this RFQ.
- 5.2. Timeline: The proposal package must be received on or before the submittal deadline (date and time) specified on page 3 of this RFQ. The County reserves the right, but has no obligation, to accept a qualification package submitted after the deadline and to amend the timeline. If a change to the timeline is required, the County will communicate the change to the firm(s). If a firm requests an extension of a deadline, the County may, in its sole discretion, decide to allow the extension or not. The County may, in its sole discretion, decide whether or not to communicate to the other firm(s) it granting of an extension or to offer them with the same extension.

6. Terms and Conditions

- 6.1. Contract—at a later date using AIA Document B101™—2017
- 6.2. Office Locations—The firm must state the office location it plans to use.
- 6.3. Terms and Conditions—at a later date using AIA Document B101™—2017 with an addendum.

7. Scope of Work

- 7.1. Complete design-build process for all trail improvements as outlined for the Broad River Greenway.
 - a. General contractor shall be in charge of presenting a design firm “can be an in-house design team if applicable”
 - b. GC shall be responsible for project delivery to be presented on time and within budget.
 - c. County timeline is important as funds for this project must be completed **before December 31, 2025**.
 - d. GC shall be responsible for acquiring all necessary permits through the County and or any other review firms.

8. Included in Qualifications:

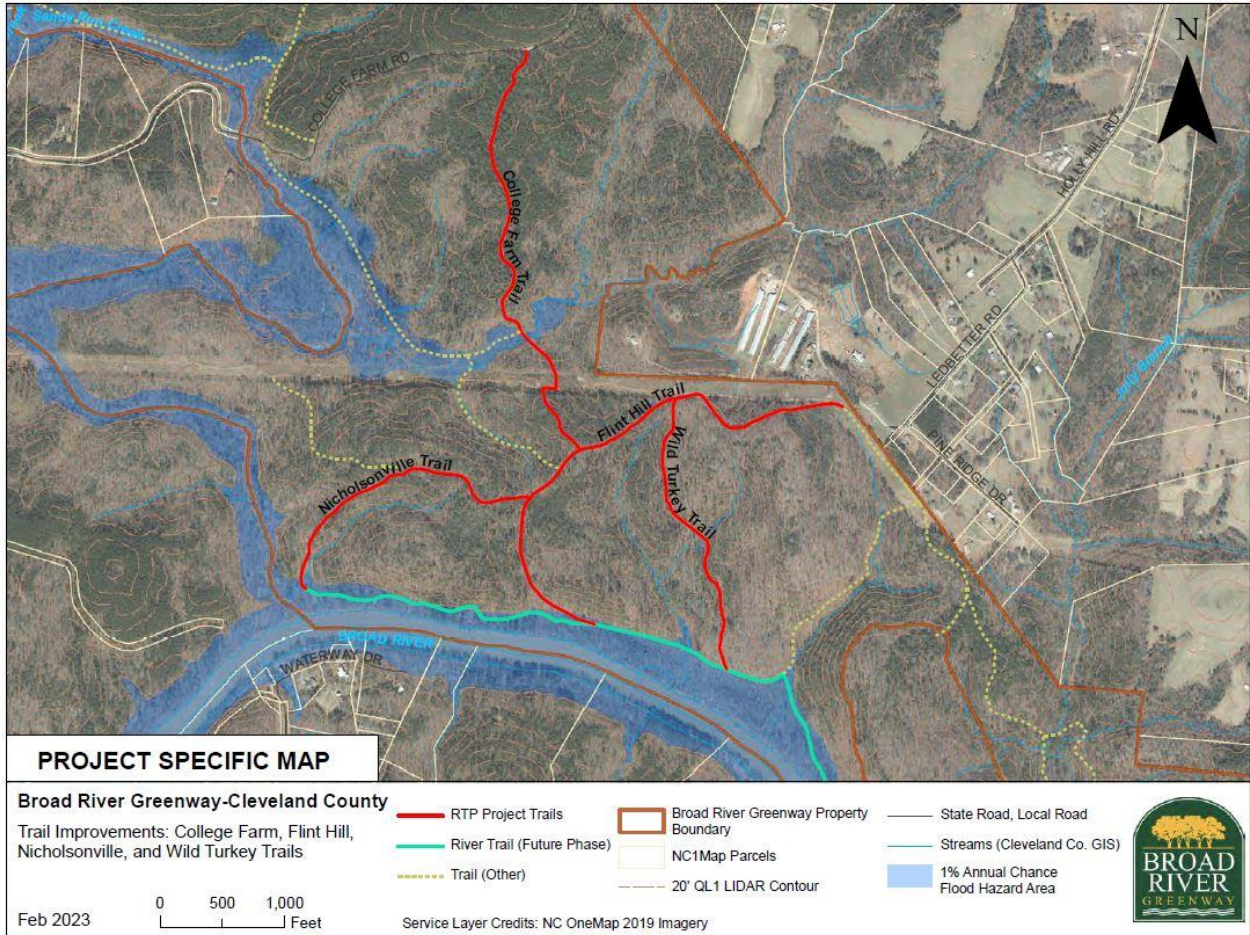
- 8.1. List of recent applicable facility projects with:
 - a. A brief description of firm's role.
 - b. Pictures or 3-D renderings of any applicable projects.
 - c. Three to five client references and contact information.
- 8.2. Construction Project organization
 - a. Team organization chart with names and functions.
 - b. List of team members resumes and relative work experience.
 - c. Proposed project execution plan/schedule.

8.3. Cost of Services

- a. N/A – TBD after design development Approx firm fee may be submitted, but not factored into selection process.

APPENDIX

Project Site



RFQ CONTACT FORM

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Broad River Greenway

April 17, 2024

To: Cleveland County Finance & Purchasing Department
PO Box 1210
ATTN: Tonya Brittain
311 E. Marion Street
Shelby, NC 28151

From: _____

Date: _____

Principal Contact Information

Signature

Company Address Line 1

Print Name

Company Address Line 2

License Number

Work Phone

Expiration Date

Cell Phone

Company Name

Email