



REQUEST FOR QUALIFICATIONS (RFQ)
FOR DESIGN/BUILD SERVICES

The Town of Canton is seeking to enter a design/build services contract with a professional design/build firm(s). The following outlines this request for qualifications.

PROJECT - ADA/WHEELCHAIR ACCESSIBLE PLAYGROUND

The Town of Canton North Carolina is requesting Statements of Qualification (SOQ) from professional Design/Build firms for the purpose of providing Construction and Design services for the Town of Canton All Abilities Playground Project at Recreation Park.

- I. Scope of Work – The Design/Build contract will encompass all project-related design and construction services for the Town of Canton including, but not limited to, the following:
 - Preliminary and final design plans, specifications, and construction of approximately 15,000 square feet ADA/Wheelchair Accessible Playground
 - Park will be nature themed and utilize natural components that complement our landscape, flora and fauna.
 - Design will need to be resilient to future flooding events
 - Landscaping, applicable grading and complementary structures for park visitors (benches, shade sales, etc.)
 - Two sets of Designs and renderings are requested based on two different funding levels (funding is determined by award of pending Accessibilities for Parks Grant vs. existing funding/fundraising)
 - Conduct all field testing and inspections (interim and final); and
 - Other services determined by the Town.

- II. Statement of Qualifications - The Town of Canton is seeking to contract with a competent Design/Build firm that has had experience in the following areas:
 - Municipal construction including, but not limited to, ADA/Wheelchair Accessible Playground projects
 - State-funded construction projects; and
 - Design/Build firm is not debarred or suspended from the Excluded Parties List System (EPLS) of Sam.gov.



As such, please provide within your proposal a list of past local government clients, as well as resumes of all professionals that will or may be assigned to this project if you receive the Design/Build services contract award.

Also, please provide a copy of your current certificate of insurance for professional liability.

<u>Criteria</u>	<u>Maximum Points</u>
Experience	60
Work Performance	25
Capacity to Perform	<u>15</u>
Total	100

III. Evaluation Criteria - The proposals received will be evaluated and ranked according to the following criteria:



IV. For this RFQ, Respondent’s qualifications will be evaluated, and the most qualified Respondent will be selected, subject to negotiation of fair and reasonable compensation. For costs of design/build professional services, negotiations must occur after the initial selection of the design/build firm as price cannot be used as a selection factor.

V. Affirmative Action/EEO: The Town of Canton is an Affirmative Action/Equal Opportunity Employer and strives to attain goals for Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) as amended. Section 3 Residents and Business Concerns, Minority Business Enterprises, Small Business Enterprises and Women Business Enterprises are encouraged to submit proposals.

VI. Deadline for Submission – **Deadline for submittal of SOQs to the Town of Canton is 2:00 p.m., Wednesday, December 14th, 2022.** Envelopes containing responses shall be sealed and properly addressed, marked “Request for Qualifications- Design/Building Services”. **SOQs received after this date and time will not be considered.** No facsimile or emailed qualifications will be accepted. SOQs shall be submitted as follows:

US Post Office Delivery

Town of Canton
Attn: Ben Williams, Recreation Director
85 Summer St. Canton NC 28716
Re: RFQ – Design/Building Services

Physical Address Delivery

Town of Canton
Attn: Ben Williams, Recreation Director
85 Summer St. Canton NC 28716
Re: RFQ – Design/Building Services

VII. Signature Required - SOQs will not be considered unless the Statement of Qualifications Acknowledgement Form is fully completed and an original handwritten signature in ink is provided by the Respondent’s authorized representative on the Proposal Acknowledgement Form, a copy of which is attached to this RFQ.



- VIII. Late Submission - The Town will not receive/accept any late proposal submission after the due date and time.
- IX. Preparation of Offers - Proposal forms should be typed, printed, or written in ink. Proposals written in pencil will not be considered for an award.
- X. Withdrawal of Offers - SOQs may be withdrawn any time prior to the official time of submission by submitting a written and signed request to Recreation Director Ben Williams. Any Respondent who withdraws a SOQ shall sign a written receipt. After the official time of submission, all SOQs become property of the Town.
- XI. Addenda to Solicitation - If necessary, the Town may modify this solicitation by formal written addendum, which is posted within the Town's website. Respondents shall acknowledge by completing an addendum form that will be provided by the Town in the event an addendum is issued. The addendum form should be signed and returned to the Recreation Directors office. Failure to do so may cause the SOQ to be ineligible for consideration of contract award. No oral or informal addendum to this solicitation shall be binding on the Town.
- XII. Rejection of Statement of Qualifications - The Town reserves the right to accept or reject any or all SOQs or any part thereof, to waive all technicalities, and to accept the offer or offers that are determined to provide the best benefit to the Town. A failure to provide any requested information may result in rejection of a SOQ, in whole or in part, at the Town's sole discretion. However, the Town reserves the right to request additional or clarifying information from a Respondent after a SOQ has been submitted. Such information may be used to further evaluate the Respondent's SOQ.
- XIII. Insurance - Contractors providing goods, materials and services for the Town of Canton shall, during the term of the contract with the Town of Canton or any renewal or extension thereof, provide and maintain the types and amounts of insurance set forth herein. All insurance and certificate(s) of insurance shall contain the following provisions:
1. Name the Town of Canton as an additional insured as to all applicable coverage with the exception of worker's compensation insurance.
 2. Provide for at least thirty (30) days prior written notice to the Town of Canton for cancellation, non-renewal, or material change of the insurance.
 3. Provide for a waiver of subrogation against the Town of Canton for injuries, including death, property damage, or any other loss to the extent the same is covered by the proceeds of insurance.



- XIV. Insurance Company Qualifications - All insurance companies providing the required insurance shall be authorized to transact business in Texas and rated at least "A" by AM Best or other equivalent rating service.
- XV. Certificate of Insurance - A certificate of insurance evidencing the required insurance shall be submitted with the Respondent's SOQ. If the contract is renewed or extended by the Town of Canton, a certificate of insurance shall also



be provided to the Town of Canton prior to the date the contract is renewed or extended.

XVI. Type of Contract and Amount of Insurance - Statutory workers compensation insurance as required by state law.

Professional Services Professional Liability insurance with a minimum of \$1 million dollars per occurrence and \$2 million dollars aggregate.



Town of Canton All Abilities Playground Project at Recreation Park

Statement of Qualifications Acknowledgment Form

[Date]

Ben Williams
Recreation Director, Town of Canton
85 Summer St. Canton NC 28716

[] (the “Respondent”) hereby submits its Statement of Qualifications (“SOQ”) in response to the Request for Qualifications (“RFQ”) for the **Canton All Abilities Playground Project**.

The Respondent is comprised of the following firms:

Name	Role
[•]	
[•]	
[•]	
[•]	
[•]	
[•]	
[•]	
[•]	
[•]	
[•]	
[•]	

As a duly authorized representative of the Respondent, I hereby certify, represent, and warrant, on behalf of the Respondent team, as follows in connection with the SOQ:

1. The Respondent acknowledges receipt of the RFQ.



2. The submittal of this SOQ has been duly authorized by, and in all respects is binding upon, the Respondent.

Authorized Representative _____ Date _____