

**REQUEST FOR QUALIFICATIONS
FOR
GEOTECHNICAL EXPLORATION, MATERIAL TESTING AND SPECIAL INSPECTION
SERVICES**

Perquimans County Schools
New Intermediate School
February 17, 2023

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REQUEST FOR QUALIFICATIONS

Introduction

The Perquimans County Schools is seeking qualifications for geotechnical exploration, material testing and special inspections from your firm for the *New Intermediate School* project that will be in Hertford, North Carolina. The School System will contract with the selected firm immediately upon selection and services are expected to begin immediately afterward, in March 2023. The project is scheduled to be completed in June 2026.

Project Description

The facility building will provide instruction and support spaces for 900 elementary and middle school students. The project site is to be in Hertford, North Carolina on a yet to be determined site. The facility will be a single story, 140,000 square foot building, slab on grade, masonry load-bearing structure with cavity wall construction consisting of brick veneer exterior walls, CMU interior walls, and metal roof. Interior finishes of painted CMU and gypsum board on metal studs, acoustical tile ceilings, athletic flooring, aluminum windows with insulated glass, hollow metal door frames and wood doors. Kitchen equipment is included in the project. Related site work will include geothermal loops, parking lots for buses and cars, athletic fields, access drives and concrete sidewalks.

Construction Contract Delivery Method

The project delivery will be a single prime general contractor with an anticipated bid date of March 2024. The Agreement for Material Testing and Special Inspections will be executed at the same time.

The material testing and special inspections responsibilities will be authorized to proceed as of that date with all activities commencing with the then provided construction schedule.

Geotechnical Exploration for Site Selection and Structural Design

The scope of services to be provided will include geotechnical exploration of potential sites for selection and geotechnical sampling for paving and foundation design. These services will commence immediately upon selection of service provider.

Special Inspections Scope of Services

The scope of services to be provided will comply with the requirements of the North Carolina Building Code and the Contract Documents Inspection Requirements. The following scope will be by others and is specifically EXCLUDED:

- Hydrostatic or air pressure testing of pipes and fittings.
- Roofing and waterproofing inspections, including load testing of roof hatches and testing of gutters by flooding with water.
- Inspection of sheet metal flashing and trim.
- Façade mock up testing.
- Testing of exterior maintenance equipment.
- Sound attenuator testing.
- Testing of fire protection system.
- Inspections for aesthetic acceptance.

Qualifications of the Geotechnical Exploration, Material Testing and Special Inspections Firm and Criteria for Selection

The School System is seeking strong experience in geotechnical exploration, knowledge about the region and soils, material testing and special inspections for the construction type and size of this project. The ability to be promptly responsive to requests for testing and inspection, the ability to dedicate personnel to the project for the sake of continuity, and the ability to provide services efficiently, are also criteria for selection.

Inspectors must have the relevant qualifications for the type of inspection or testing they perform, e.g., at least the minimum requirements for AWS-CWI for welding and ICC certification as applicable to the system being inspected or tested.

Submittal Requirements

The Response to the Request for Proposal shall include:

1. A cover letter (not more than two pages) describing the firm's general qualifications for the work, and addressing: whether personnel can be dedicated to the project for the sake of continuity; timeliness of reports; and communications skills by all members of the testing firm's team. Provide the address of your firm, type of business organization of the firm (Sole Proprietorship, LLC, etc.), and name, title, phone number, and e-mail address for your main contact person for purposes of this RFQ.
2. Statement of qualifications addressing the firm's specific qualifications for the work of this project (separate from the letter), with a list of five to ten recently completed projects with similar scopes of work to that described above. For each project, provide information regarding project scope, scope of services, year completed, construction cost, and complete and current client contact information. Include at least 5 and not more than 10 projects.

3. Resumes of all proposed personnel, including both managers and inspectors. Include information on inspectors' certifications.
4. Location of the laboratory and office that will provide services.

Insurance Requirements

The Engineer shall purchase and maintain insurance for protection from claims under workers' or workmen's compensation acts; claims resulting from negligent acts or omissions for damages because of bodily injury, including personal injury, sickness, disease or death of any of the Engineer's employees or any other person; claims for damages because of injury to or destruction of personal property including loss of use resulting therefrom; and claims arising out of the performance of this Agreement and caused by negligent acts or omissions for which the Engineer is legally liable. Minimum limits of coverage shall be:

Insurance Description Minimum Required Coverage

- | | |
|---|---------------------------|
| a. Worker's Compensation | Statutory |
| | |
| b. Commercial General Liability | Combined Limit |
| Each Occurrence | \$ 1,000,000.00 |
| Personal and Advertising Injury: Each Accident | \$ 1,000,000.00 |
| General Aggregate: | \$ 2,000,000.00 |
| Products Completed Operations Aggregate Limit | \$ 2,000,000.00 |
| | |
| c. Automobile Liability & Property Damage | Combined Limit |
| Combined Single Limit | \$ 1,000,000.00 |
| Bodily Injury: Each Person | \$ 1,000,000.00 |
| Bodily Injury: Each Accident | \$ 1,000,000.00 |
| Property Damage: Each Accident | \$ 1,000,000.00 |
| | |
| d. Professional Liability: | \$ 1,000,000.00 aggregate |
| | |
| e. Such other insurance in such amounts which from time to time may reasonably be required by the mutual agreement of the School System and Architect, Engineer, or Consultant against other insurable hazards relating to the work to be done. | |

Submittal/Selection Process and Schedule

Three bound copies of the submittal sealed and clearly marked "Geotechnical Exploration, Material Testing and Special Inspection Services for New Intermediate School" must be received by 3:00 p.m. March 3, 2023 at the following address:

Mr. James Bunch, Assistant Superintendent
 Perquimans County Schools
 411 S. Edenton Road Street
 Hertford, North Carolina 27944

Submissions received later than this date and time may be rejected and returned unopened.

Questions regarding the submittal or the project may be directed in writing only to: James Bunch by e-mail at: jamesbunch@pqschools.org

Questions must be submitted by close of business on February 28, 2023. Questions submitted after this date may go unanswered. The School System will screen and select a firm as soon as possible. All firms will be notified of the final selection.

Equal Opportunity in Contracting

It is the policy of Perquimans County Schools that race, religion, sex, color, ethnicity, and national origin will not be used as criteria in its business contracting practices. Every effort will be made to ensure that all persons regardless of race, religion, sex, color, ethnicity and national origin have equal access to contracts and other business opportunities with the School System. The School System will establish effective outreach programs to assure equal opportunity in business contracting.

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