



REQUEST FOR QUALIFICATIONS

RFQ 2025-001

Building Assessment Services: Life Safety and Change of Use

- January 31, 2025 by 5:00pm Letter of Intent due
- February 7, 2025 by 5:00pm All written questions about the RFQ are due
- February 14, 2025 by 5:00pm Answers to all written questions are emailed to the point of contact included in the Letter of Intent and posted on the County's website
- February 21, 2025 by 5:00pm RFQ electronic or hard copy submission deadline to the Issuing Officer by 5:00pm

Lisa Hughes, County Manager
PO Box 220
217 E. Willow Street
Yadkinville, NC 27055
Phone: (336) 849-7900
Email: lhughes@yadkincountync.gov

Introduction:

Yadkin County is located in the Yadkin Valley area of the state, just west of the piedmont triad area. The county is rural in nature with four municipalities and a population of approximately 38,000 people.

Project Summary

The former Yadkin County Hospital was originally built in the 1950s while progressively being added onto over the next forty plus years. The Hospital was open from roughly 1950s to 2015. The building is currently occupied by multiple different entities including the County Emergency Services. This request is for an evaluation by a professional building assessment engineer or architect of the building's life safety standing and change of structural use along with any repair recommendations in order to move forward with the properties prospective change. We, as Yadkin County, are looking at moving Human Services into the property.

Additionally, Yadkin County holds a piece of property located at 205 East Main Street, Yadkinville, NC. A portion of this property is used by the Yadkin County Sheriff's Office. This request is for an evaluation by of the building's structural security and life safety measures including fire rating of the part in use. The Sheriff does currently store evidence including vehicles within the premises of the property.

These two requests for evaluation can be proposed in conjunction with one another, or separately should any party only be interested in one or the other.

Issuing Officer / Contact

Questions and requests for clarification regarding this RFQ must be submitted to:

Lisa Hughes, County Manager

PO Box 220

217 E. Willow Street

Yadkinville, NC 27055

Phone: (336) 849-7900

Email: lhughes@yadkincountync.gov

To avoid confusion and to provide consistency in reporting, this project has been assigned the following identification number and title: RFQ 2025-001, Building Assessment Service for Life Safety and Change of Use. Please include it in all correspondence.

General Comments

Professional Engineering and/or Architect firms interested in responding to the RFQ shall submit a Letter of Intent to the Issuing Officer/Contact no later than 5:00pm on January 31st, 2025.

The County reserves the right to approve all personnel working on this project. Key personnel may not be removed, reassigned or replaced without prior approval from the County.

Yadkin County encourages participation by minority and women-owned businesses and respondents should be prepared to provide evidence of such classification and/or attempt to engage such firms within the qualification's package.

Yadkin County will not be responsible for the failure of any email delivery service to deliver a request response prior to the due date and time. It is solely the Respondents' responsibility to: 1) ascertain that they have all required and necessary information, documents and addenda prior to submitting a response, 2) ensure that the response is received at the correct location and time (late responses, regardless of delivery means will not be accepted), and 3) the response is free of errors and complies with the request.

The County reserves the right to reject any and all RFQ submittals or any portions thereof, and to select the firm which in its opinion is in the best interest of the County.

Submissions are not to include price or hourly rates. Hourly rates or pricing may be included in a separate sealed envelope as they may not be included in the consideration of qualifications or selection of an engineer/architect firm. Contract negotiations will begin once the firm selection has been made.

Scope of Services

The selected professional assessment engineering and/or architect firm will assess the building of the former Yadkin County Hospital building, as well as the County's property at 205 East Main Street and make any recommendations necessary for the goals at hand.

Amendment to the RFQ

If it becomes necessary to revise any part of this RFQ, addenda will be issued to all professionals who have submitted a letter of intent to propose. The Professional in the submission must acknowledge all addenda. Additionally, only submitted written questions may be addressed in Addenda; verbal questions and responses are not official and in no way change the requirements of this RFQ. The RFQ may be amended or withdrawn at any time by Yadkin County.

Submission Requirements

- Corporate background, experience and statement of qualifications

- Project staffing and organization including key principle and associate staff; identification of any associate firms and their key principle and associate staff and their responsibilities
- Detailed resumes of the project team member(s) and relevant project experience 3
- Minimum five (5) client references from similar projects within the last 5-6 years including telephone number and email contact information
- Evidence of understanding the Scope of Work Important Dates
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Selection Criteria

Yadkin County will use a combination of criteria in the evaluation process, including, without limitation, overall qualifications, relevant experience with comparable facilities, references and such other as Yadkin County may use in its sole discretion.

- Specialized, appropriate expertise for the type of project
- Organizational chart and project team expertise
- Current workload of the firm's personnel

Please submit your electronic Letter of Intent by 5:00pm on January 31, 2025 to lhughes@yadkincountync.gov.

Please submit your electronic RFQ response by 5:00pm on February 21, 2025 to lhughes@yadkincountync.gov.