

Request for Qualifications 16-1011

Catawba County
Design Services for Mountain Creek Park

Catawba County
100A Southwest Blvd.
Newton, NC 28658

April 2016



Request for Qualifications

Catawba County (the County) hereby solicits a request for a Statement of Qualifications for services to design Mountain Creek Park (Parcel Identification Number 3698-04-74-3141). Statements of qualifications will be received by Catawba County until 5:00PM on April 25, 2016. The County encourages minority- owned and women-owned businesses, socially and economically disadvantaged business enterprises, and small businesses to respond to this RFQ. Catawba County reserves the right to reject any and all submittals.

Background

The Mountain Creek Park opportunity was created through a public-private partnership between Catawba County, Catawba Lands Conservancy ("CLC"), Duke Energy, and Crescent Resources. It is a key component of Duke Energy's Federal Energy Regulatory Commission ("FERC") Relicensing Agreement for the Catawba-Wateree Hydro Project (FERC Project No. 2232) dated December 22, 2006. The Project includes two (2) Conservation Easements.

Catawba County received grant money to purchase the 589 acres in fee simple and conveyed a Clean Water Management Trust Fund (CWMTF) Conservation Easement on 265± acres located along Mountain Creek. A Catawba Lands Conservancy (CLC) Easement was conveyed on the remaining 324± upland acres of the property. Due to environmental encumbrances, requirements of the funds used to purchase the property and concern about long-term maintenance costs, the potential park elements are restricted to a degree.

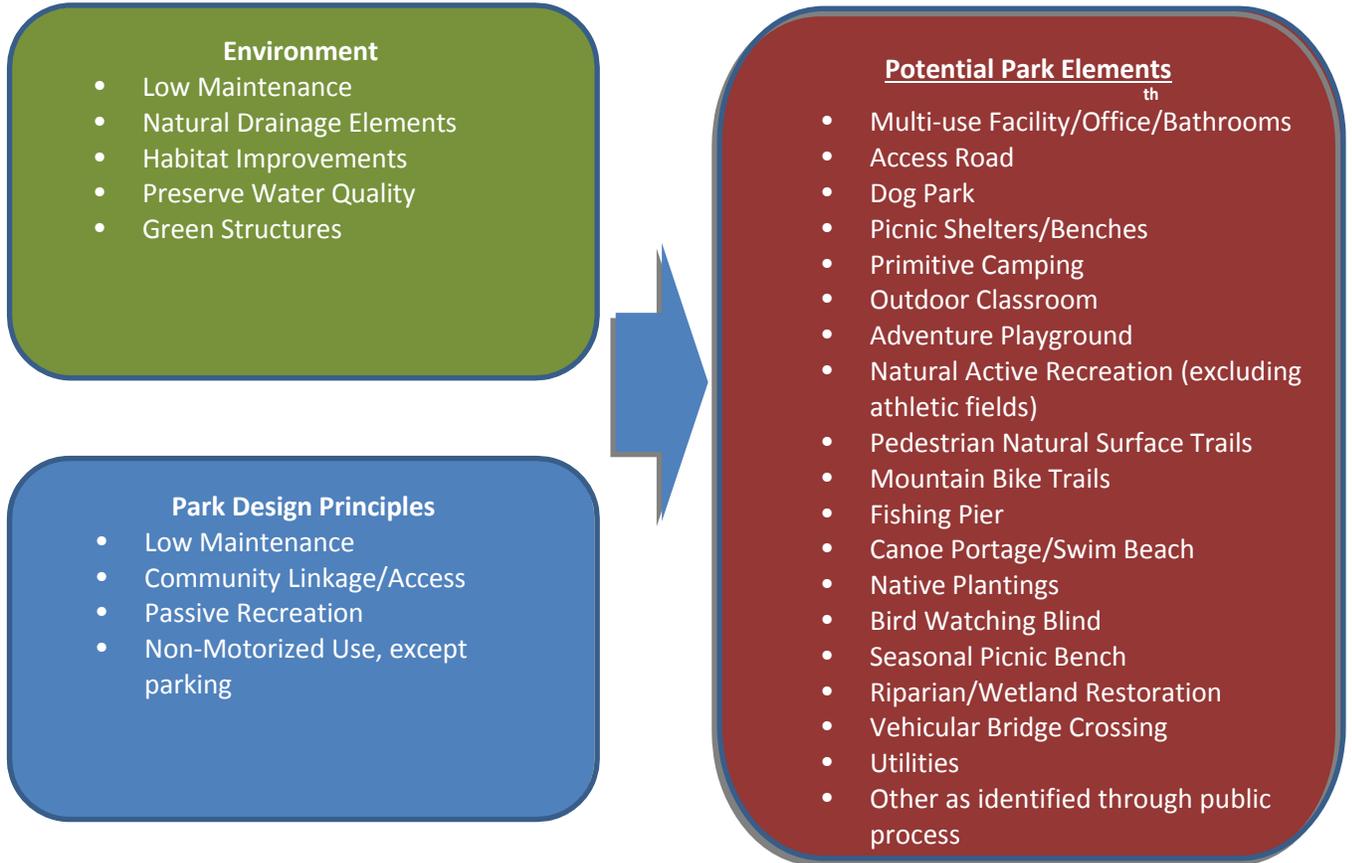
The site has significant natural habitats and riparian corridors. The most significant habitat areas are located on slopes and adjacent riparian areas along the lake and streams throughout the property. These significant habitats are mature mixed hardwood forest areas, borders of early succession forest, stream habit areas, and native herbaceous meadows. Over 65% of the property was planted as a Loblolly Pine plantation decades ago. The majority of the pine forest was located in the upland areas. A portion of this area was timbered in recent years. This is considered a monoculture habitat of a non native tree species and offers little benefit to wildlife and native biodiversity.

The Mountain Creek Tract will be managed by the Planning and Parks Department for passive/active outdoor recreational opportunities, as well as educational and environmental programming, subject to the terms and conditions of the CWMTF Conservation Easement.

Project Description

Improving water quality, reducing erosion, providing educational opportunities, and offering passive/active recreation (excluding athletic fields) are the guiding principles and top priorities. It is envisioned that site development would follow the same guiding principles. All structures would be designed using green construction principles. Examples of this could include low impact development design, rainwater collection, energy efficient landscaping, erosion and drainage water control, construction materials from recycled content, semi-pervious paving, etc. All constructed amenities should be installed in locations that are most appropriate and

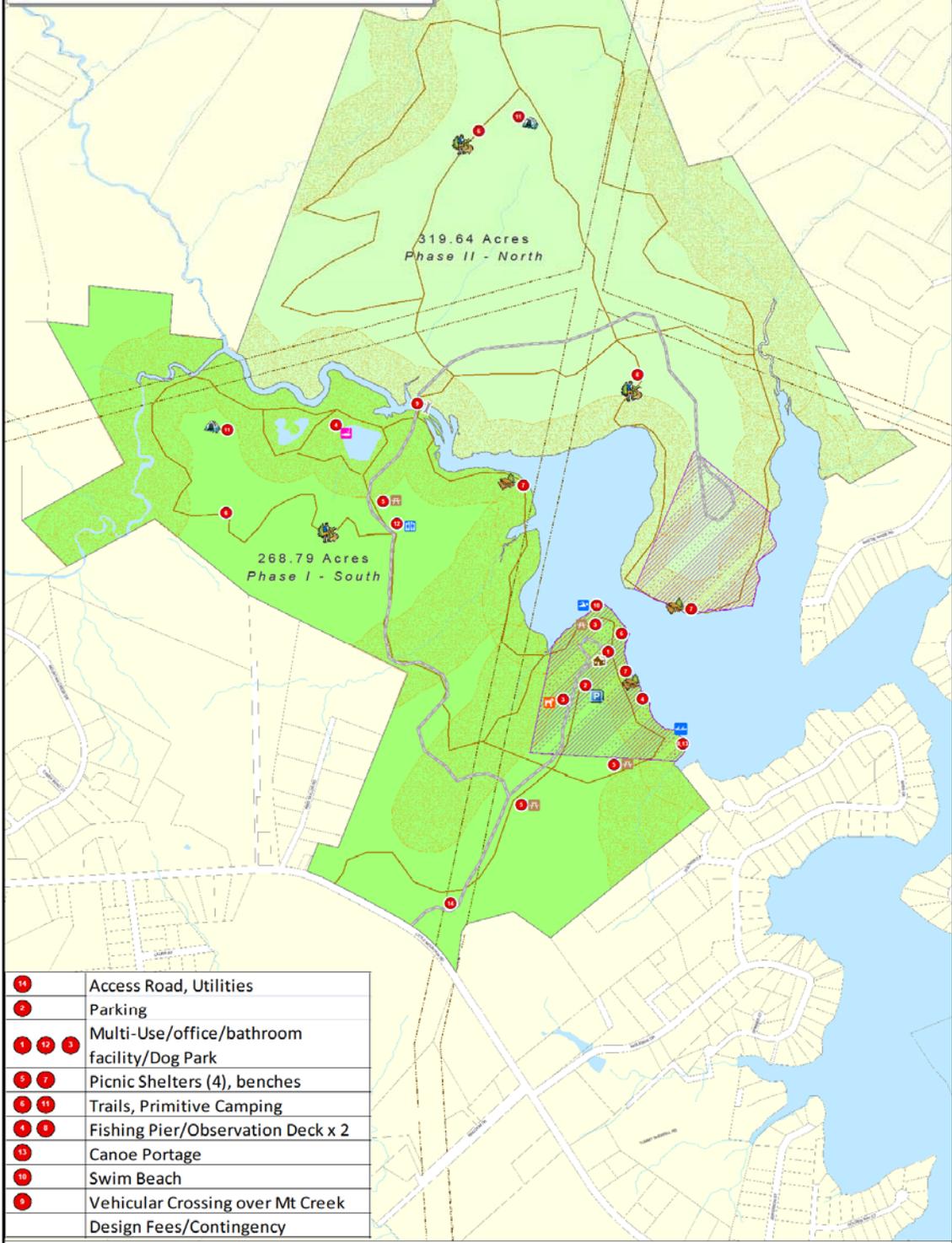
offer the opportunity to improve the immediate area in relationship to habitat and water quality. The existing trails and roadways would be utilized and improved. This would minimize impact and improve erosion control. Catawba County Parks has utilized with great success a natural surface trail system. This area will also provide public access to Lake Norman, and host a section of the Carolina Thread Trail. The following should be addressed in the park plan and design.



Mountain Creek Water Sport Opportunities and Wildlife Observation



Mountain Creek Park 2015



14	Access Road, Utilities
7	Parking
1, 12, 3	Multi-Use/office/bathroom facility/Dog Park
5, 7	Picnic Shelters (4), benches
6, 11	Trails, Primitive Camping
4, 8	Fishing Pier/Observation Deck x 2
13	Canoe Portage
10	Swim Beach
9	Vehicular Crossing over Mt Creek
	Design Fees/Contingency

CATAWBA CONSERVATION INFORMATION SYSTEM
This map product was prepared from the Catawba County, NC, Geographic Information System. Catawba County has made substantial efforts to ensure the accuracy of location and content information contained on this map. Catawba County personnel and consultants bear responsibility for any data contained on this map. Catawba County personnel and consultants do not warrant, represent or guarantee the accuracy, completeness, or timeliness of any data contained on this map. Catawba County personnel and consultants do not warrant, represent or guarantee the accuracy, completeness, or timeliness of any data contained on this map. Catawba County personnel and consultants do not warrant, represent or guarantee the accuracy, completeness, or timeliness of any data contained on this map.

- Proposed Roads - 45' Access Easement
- Proposed Trails - 8.67 miles
- Power Easements
- Creeks, Streams
- Lakes, Ponds

- Conservation Easement Area
- Development Area
- Catawba County portion - Phase I
- Catawba Lands Conserv. portion - Phase II
- Parcels

N
 1 inch = 350 feet

Project Schedule

It is anticipated that the park design schedule will proceed as follows:

Item	Due Date
RFQs received by Purchasing Manager	April 25, 2016 (5:00pm)
Hire parks planning consultant	June 1, 2016
Complete Mountain Creek Park "Site Specific Plan"	March 1, 2017

Scope of Services

Provide the professional services required for design of a park as described in the Project Description section in order to position the County to apply for future PARTF and related grants. Services will include but may not be limited to:

- Site visit and review of adopted plans, agreements, and other documents
- Conduct a series of public outreach meetings hosted by Catawba County's Park's Advisory Committee and Planning and Parks staff
- Feasibility Review
- Landscape design throughout the project area
- Architectural/Engineering for structures, supporting utilities, transportation facilities, and up to two bridge crossings over Mountain Creek one designed for pedestrians/cyclists and the other to accommodate ATVs and/or vehicles
- Cost estimating sufficient to meet grant guidelines and budgetary considerations
- Environmental review including identification of wetlands, floodplains, and cultural resources
- Prepare complete and detailed park plan with architectural renderings
- Prepare a phasing plan and funding options

Contents of Qualification Statements/Experience

Responders should submit a written narrative corresponding to each of the following items:

1. Company Profile

- A. Firm name
- B. Address
- C. Telephone number
- D. Fax number
- E. Email address
- F. Contact person(s)
- G. Year in which firm was established and any former name under which the firm operated

2. Park Planning, Design and Engineering Services

- A. Clients (list city/county name) and specific applicable projects
- B. If no previous public project experience, explain relevant experience (list other projects).
- C. References (minimum three references, including all contact information below)
 - 1. Client Name
 - 2. Client Contact Person
 - 3. Phone and Email Address
 - 4. Client Address

3. Team Members/Roles (list all personnel to be assigned to this project)

- A. Name, title, role
- B. Past projects
- C. Office location of all personnel who will be assigned to this project
- D. Resumes of project manager and design team members for this project
- E. Professional affiliations and certifications/licenses of key personnel
- F. Statement of qualifications of the firm and its key personnel who work on the project with particular regard to the evaluation criteria listed below under selection process.

Evaluation and Selection Criteria

The County will review the responses to this RFQ. The evaluation will be based on a comparison of the relative merits of the respective responses, the qualifications, and references. The County will select the consultant which, in the opinion of the County, is the most qualified to provide the desired services and who will best serve the interests of the County. The County reserves the right to reject any or all submittals.

Firms are encouraged to identify and label in their SOQ how each criterion is being addressed. Evaluation of the responses to the RFQ will be based only on the information provided in the SOQ package, and if applicable, interviews, and references responses. The County reserves the right to request additional information or documentation from the firm regarding its SOQ documents, personnel, or other items in order to complete the selection process.

The following criteria using a point system of relative importance with an aggregate total of 100 points will be utilized as part of the County's evaluation of the qualifications and responsiveness of each firm:

Evaluation Criteria		Weight
1	Firm's understanding of the project's objectives	15
2	Firm's approach to project of this nature	20
3	Firm's resources and capacity	5
4	Qualifications of principles to perform the work and the level of involvement	10
5	Qualification of project manager and staff assigned to project	20
6	Firm's knowledge and demonstrated experience with parks planning and design	25
7	Schedule for completion of task	5
Total		100

Selection Process

The selection process will involve the following phases:

Phase 1: A review team will evaluate submittals. The initial review will determine conformance to submission requirements and whether responses meet minimum criteria established.

Phase 2: Interview of most qualified applicants.

Phase 3: Review team will check references and review other information regarding the responding consultants' past performance and experience.

Phase 4: The County will enter into contract negotiations with the preferred consultant, who is expected to execute a professional services agreement.

E-Verify

E-VERIFY. Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if Contractor utilizes a subcontractor, Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.

North Carolinas Iran Divestment Act

IRAN DIVESTMENT ACT CERTIFICATION. Contractor certifies that, as of the date listed below, it is not on the Final Divestment List or the Iran Parent and Subsidiary Guidance List as created by the State Treasurer pursuant to NCGS 143C-6A-4. In compliance with the requirements of the Iran Divestment Act and NCGS 143C-6A-5(b), Contractor shall not utilize, in the performance of the contract, any subcontractor that is identified on the Final Divestment List or the Iran Parent and Subsidiary Guidance List.

Submittal Deadline

One (1) original hard copy and one digital copy of the Statement of Qualifications on a flash drive must be received by the County by close of business, **5:00 PM on April 25, 2016**. They must be mailed or delivered in a sealed envelope that is clearly marked to the address listed below. Statements of Qualifications may not be faxed or emailed. Questions regarding this Request for Qualifications should be directed to Debbie Anderson, Purchasing Manager via email: danderson@catawbacountync.gov. All questions will be responded to via an addendum and will be posted on the County's website under Purchasing <http://www.catawbacountync.gov/purchase/>.

Debbie Anderson, Purchasing Manager
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