



REQUEST FOR QUALIFICATIONS

For:

DEVELOPERS TO MASTERPLAN AND IMPLEMENT
VARIOUS PROJECTS IN ELIZABETHTOWN, NC

Contact:

Rusty Worley
Town Planner
805 West Broad Street
Elizabethton, NC 28337
P: (910) 874-3719
E: rworley@elizabethtownnc.org

OVERVIEW/PROJECT DESCRIPTION

In accordance with the general statutes of the State of North Carolina (GS 143.128.) The Town of Elizabethtown is requesting qualifications from developers interested in entering a PublicPrivate Partnership (PPP) for the development of various projects in Elizabethtown NC. The projects will include retail, single and multifamily housing, hotel, industrial spaces, a park as well as other functions to be determined during the planning phase. The developer will be required to manage the master planning, market studies, design, and financing and may provide ongoing operations of certain facilities as appropriate.

The Town is considering a PPP for the development as well as potential operations and maintenance of the facilities to accomplish the following:

1. Reduce the total cost of ownership of the facilities over 40 years.
2. Mitigate longterm operating risk by reducing electrical costs
3. Reduce maintenance costs by improving the quality of the facilities
4. To speed delivery of the project.

ADDITIONAL PROJECT DETAILS

The project will be developed in the Town of Elizabethtown or the Extraterritorial Planning Jurisdiction

SCOPE OF SERVICES

Phase 1: Pre-Development

Once a Developer is selected, The Town will enter into a Pre.Development Agreement with the developer. In exchange for the pre.development fee (if any), the development team will produce the deliverables listed below. The work produced and paid for during this phase will be the property of the Town of Elizabethtown.

1. Legal documents: Ground Lease, Building Lease, and other documents (80% complete)
2. Development agreement (100% complete)
3. Design documents with an outline of major materials and systems (10% complete)
4. Construction cost estimates
5. Updated financing terms for the individual projects

Phase 2: Development:

If the Town chooses to proceed with individual projects a separate development agreement will be entered into for each project.

Phase 3: Lease approval, Construction and Occupancy:

The Town will meet its obligations as outlined in individual development agreements.

SUBMISSION REQUIREMENTS

Interested developers shall submit one (1) original of qualifications, 8.5x11 page format. Proposers are encouraged to organize their submissions in the format listed below. Proposals that include information in all categories listed below will be considered qualified for the purpose of reviewing proposals. If a proposer does not have the requested information for any item, the proposer should indicate so in its response. The Developer with the most points will be selected for the project or if the scores are within five points of each other, the Town may interview developers, at its discretion. The Town reserves the right to interview up to three development teams that receive the most points. The maximum number of points for each of the selection criteria is listed below.

1. Letter of Interest: One page

Letter of interest highlighting three strengths of the development team. **(5 points)**

2. Experience of the development team with the following buildings for municipalities in NC:

Three pages

Project information on the following project types being completed as a public/private partnership in NC: **(40 points)**

- a. One public building
- b. One housing project
- c. One Park or another public infrastructure project

3. Knowledge and skill of team: Two pages

Project team organizational chart with key personnel. The developer shall list contractors and other professionals whom it proposes to utilize on the project or shall submit a plan for the selection of contractors and design professionals not listed in accordance with NCGS 143-128.1C. Resumes can be provided in an appendix. **(20 points)**

4. Availability: One page

Statement of availability to undertake the project and a projected timeline for project completion. **(5 points)**

5. MBE participation: One page

Percentage of minority participation on the development team. A development team is defined as the developer, architect, or general contractor hired by the developer. If the GC hired by the developer is a joint venture between a minority firm and a nonminority firm the minority firm must own at least 51% of the JV. **(15 points)**

6. Price: One Page

Developer shall provide the development fee it proposes for the development of the project. The Development fee is defined as the percentage charged in addition to project costs such as consultants, hard costs, and other soft costs such as general conditions and overhead. **(30 Points)**

DUE DATE AND DELIVERY

Proposals shall be delivered in a sealed package to the Town of Elizabethtown Manager's office. Contact and location are listed on the front of this RFQ. Proposals are due by 5 pm on June 22, 2022. All inquiries should be directed to Rusty Worley email: rworley@elizabethtownnc.org or phone (910) 874-3719 or Dane Rideout email: drideout@elizabethtownnc.org or phone (910) 874-1954.

CLARIFICATIONS AND ADDENDA

1. Should you find discrepancies in the RFQ documents, or if the meaning or intent of any part is unclear, written clarification may be requested, no later than seven (7) working days prior to the proposal due date, from the Issuing Office, which may issue a written Addendum to the RFQ.
2. Verbal explanations or instructions with respect to the RFQ will not be binding; only written Addenda may be relied upon.

ECONOMY OF PREPARATION

Proposals should be prepared simply and economically, providing a straightforward, concise description of the Proposers offer to meet the requirements of the RFQ.

CONFIDENTIAL PROPRIETARY INFORMATION

Give specific attention to the identification of those portions of your proposal you deem to be confidential, proprietary, or a trade secret, and provide any justification of why such materials, upon request, should not be disclosed by the Owner under North Carolina public records laws. Clearly indicate each and every section that is deemed to be confidential, proprietary or a trade secret as required by statute. It is NOT sufficient to preface your entire proposal with a proprietary statement.

LICENSES AND QUALIFICATIONS

1. The design and construction team members must possess all licenses required by North Carolina law, including, at a minimum an unlimited general contractor's license in the building classification under NCGS Chapter 87.
2. The firm must have a fully licensed Architect on its team.
3. Proposing firm must be a reputable, well established firm, which for this project is represented by the firm being in continuous successful operation for a period of not less than 10 years.
4. The Town reserves the right to require that the developer demonstrates that it has the skills, equipment, and other resources to satisfactorily perform the nature and magnitude of work necessary to complete the project within the proposed contract schedule.