



Mountain Projects Community Action Agency

Request for Statement of Interest and Qualifications

for

Site Development Plan for 5.987 Acres of Property; 18-23 lots

Initial Release Date: August 30, 2024

Secondary Release Date: September 26, 2024

Tertiary Release Date: November 7, 2024

RFQ Responses Due: December 4, 2024

REQUEST FOR QUALIFICATIONS (RFQ)

2024 Site Development Plan

PROJECT OVERVIEW

It is Mountain Projects' desire to develop 5.97 acres of property located off Harkins Avenue in Canton, NC. Pin number: 8647-83-7739. The vision for the site is a subdevelopment of 18-23 single-family homes.

Outcomes:

- Completion of a comprehensive site development plan that includes infrastructure and roads.
- Completion of a budget for property development that meets Town of Canton requirements. This includes road systems, utilities, water, sewer, and fiber.
- The anticipated time frame for infrastructure development.
- Accurate documentation of labor for reporting purposes.
- Assist with any necessary rezoning in partnership with the Town of Canton.

The "Consultant" referred to below is the individual, firm, or team of individuals/firms who may respond to this request for qualifications.

CONSULTANT REQUIREMENTS

To be considered, the Consultant must:

- Be registered with the Secretary of State of North Carolina;
- Be in good standing with the State of NC and the federal government including being not being on the federal disbarment list;
- Have general liability insurance and all other applicable insurance coverage such as workers' compensation and bonding;
- Meet an industry-recognized standard that has achieved certification under:
 1. Enterprise Green Communities,
 2. LEED,
 3. ICC-700 National Green Building Standard Green Resilience,
 4. Living Building Challenge, or
 5. Any other equivalent comprehensive green building program acceptable to HUD.

INSTRUCTIONS FOR CONSULTANTS

The instructions to bidders as contained herein are expected to become part of the proposed/contract and development agreement/contract to be entered into between Mountain Projects Community Action Agency and the successful bidder.

Consultant Responsibilities:

- I. The Consultant shall be responsible for visiting the property as depicted on Appendix "A" and shall inspect and become fully acquainted with the conditions of the site. Failure to do so will not relieve the Consultant of his/her obligation to comply with all terms and conditions necessary to carry out the provisions of the contract.
- II. The Consultant shall be required to strictly adhere to Build America, Buy America (BABA) standards.
- III. The Consultant shall utilize nature-based and other low impact development methods to reduce stormwater and contain runoff.
- IV. The Consultant shall obtain all necessary permits and abide by all applicable local codes and ordinances.
- V. The Consultant shall monitor and assure compliance with the Davis-Bacon Act and Related Acts (DBRA) standards.

Qualifications of Consultant:

Mountain Projects may make such investigations as it deems necessary to determine the ability of the bidder to complete the requirements of the job. All bidders shall furnish Mountain Projects with all pertinent information and data for this purpose. Mountain Projects reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy Mountain Projects that the bidder is properly qualified or able to carry out the obligations as contemplated herein. Conditional bids will not be accepted.

Retainer:

A retainage equal to 10% of the contract amount will be held back until the punch list is completed.

SUBMISSION PROCESS

Submittals shall be provided in four (4) identical complete bound copies and one (1) electronic copy, and include the following items along with other material to demonstrate the Consultant's expertise and capability:

1. A brief written description of the Consultant's approach to the project.
2. The expertise of the team assembled by the Consultant to carry out the work.
3. A list of comparable projects undertaken by Consultant and/or team members.
4. Evidence showcasing the Consultant meets the Consultant Requirements outlined previously in this document.
5. References

Qualifications are to be delivered by 5:00pm on December 4, 2024 to:

Maggie Leftwich
Affordable Housing Manager
Mountain Projects Community Action Agency
2177 Asheville Road
Waynesville, NC 28786
mleftwich@mountainprojects.org

The completed submittals shall be enclosed in an envelope and plainly marked on the outside of the envelope or on any carrier's envelope:

Professional Engineering Services for
Site Development Plan – Harkins Avenue

EVALUATION OF SUBMITTALS

Mountain Projects reserves the right to negotiate with any and all persons or firms. The agency reserves the right to reject any or all submittals.

Mountain Projects shall comply with Section 3, M/WBE (DBE), and other requirements related to federal funding in its determination of Consultant.

It shall be the sole determination of Mountain Projects as to which bid is the most acceptable and responsive. The award may not necessarily go to the lowest bidder. The background and experience of the bidder may be equally or more important to Mountain Projects. Mountain Projects reserves the right to reject the lowest bidder and/or further the right to reject any or all bids.