

TOM COPE PARK SPLASH PAD RFQ



Town of Red Springs, North Carolina

Date Issued: March 21, 2025

Summary of Key Information

RFQ Title:	Tom Cope Park Splash Pad Design-Build Services
Contact Person for Questions:	Shanelle B. Harris Town Manager All questions on this RFQ should be sent in writing via email no later than 5:00 PM EST on April 1, 2025 to: townmanger@redsprings.org .
RFQ Submissions Address	RFQ submissions should be e-mailed by the deadline to: townmanger@redsprings.org Subject Line: Tom Cope Park Splash Pad Design-Build Services Please send RFQ submittals in one PDF file addressed to the Town Manager with the project name typed in the subject line of the email. If any files are password protected, they will be considered non-responsive.
Date Issued:	March 21, 2025
Submission Deadline:	By 11:00 AM EST on April 4, 2025
Selection Date	April 2025

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General Information

Purpose

Pursuant to N.C. Statute Sec. 143-128.1(A), the Town of Red Springs (“Town”) is soliciting proposals from qualified Design-Build teams interested in providing design and construction services for the Tom Cope Park Splash Pad, including all design, site work, and construction.

The Town has determined that the Design-Build method is appropriate for this project for the following reasons: (1) the Town has defined the project requirements prior to the issuance of this RFQ; (2) the Town desires to ensure the timely completion of the project without undue delays; (3) the Town desires to ensure the delivery of a quality project suitable for one of our signature parks; and (4) the Town desires to collaborate with an experienced Design-Build team who is knowledgeable about the functionality of aquatic systems such as a splash pad; (5) the Town desires to comply GS 143.12.4; and (6) the Town desires to ensure the project’s completion within the Town’s funding resources allocated to the project.

This Request for Qualifications (“RFQ”) provides detailed information on the services sought, the submittal requirements, and timeline.

Project Background

Tom Cope Park is located at 119 Graham Street, Red Springs, NC, NC 28377. The 15-acre park is home to the town's largest baseball fields

In 2023, the NC General Assembly approved the allocation of funds the splash pad with the town selecting Tom Cope as the future location. This will be the first splash pad in the Town's park system.

Proposers are encouraged to familiarize themselves with the proposed location and the park context. The Town expects that the splash pad project design will be consistent or aligned with the aesthetic environment and design standards of the existing park and park amenities. Tom Cope Park is open to the public seven days a week, from sunrise to sunset. The location identified for the splash pad is on the west side of the park.

Selection

Procurement of Design-Build services will be made in accordance with the provisions of N.C. General Statutes 143.128.1(A) which requires that firms be selected to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee.

A Selection Committee of Town staff will review RFQ submissions and rank them in keeping with the criteria contained in this RFQ. Each submission will be evaluated based on the Proposer's statement of qualifications and response to the requirements of this RFQ. Following the initial evaluation of the submittals, the Selection Committee may conduct Proposer interviews or make other contact for clarification of issues that may arise during the review of the RFQ submissions.

The Town reserves the right to select the proposer providing the best benefit to the Town. The Town reserves the right to obtain clarifications or additional information from any proposer regarding its submission to this RFQ. All proposers that submit to this RFQ will be notified of the final selection decision.

After review of the proposals by the Selection Committee, the most highly qualified Design-Builders will be ranked and selection of the top firm will be made, and fee negotiations will commence. Final recommendations and approval of the contract will be approved by the Town Manager.

RFQ Selection Criteria

In evaluating the proposals, the following criteria will be used for scoring:

1. The firm's experience and successful completion of Design-Build projects (20% of total score)
2. The firm's demonstrated understanding and knowledge of North Carolina laws and regulations that impact the delivery of construction projects using the Design-Build method (15% of total score)
3. The firm's experience and knowledge with the design and construction of parks and recreation facilities (15% of total score)
4. The firm's experience and knowledge with the design and construction of splash pads (15% of total score)
5. Qualifications of key personnel (10% of total score)

- 6. Financial strength of the firm (20% of total score)
- 7. Organization, completeness, and overall presentation of RFQ (5% of total score)

Estimated Project Schedule

RFQ Release	March 21, 2025
RFQ Questions Deadline	April 1, 2025
Final Addendum Posted	April 2, 2025
RFQ Submission Deadline	April 4, 2025
Award Approval	April 2025
Notice to Proceed	April 2025
Project Design, Permitting & Approvals	2 months from NTP (estimated May- June 2025)
Estimated Construction Term	4 month (June 2025 – September 2025)
Project Completion	September 2025

Contact

All questions related to this solicitation must be submitted in writing via email no later than 5:00 p.m. EST on April 1, 2025 to:

Shanelle Harris, Town Manager, townmanager@redsprings.org.

Information regarding this RFQ, including any addenda, will be posted on the Town’s website at www.redsprings.org.

Scope of Services

The selected Design-Builder will provide concurrent design and turnkey construction services that will result in a fully functional splash pad that meets the requirements set forth in this RFQ. The Design-Builder will be solely responsible for compliance and construction related performance and will hold all contracts required for design, testing, trade contractors, and trade supplies.

This project will include the design and construction of the following elements:

1. A drain away system splash pad water feature of 1,500 sq. ft. minimum with above ground and ground level features arranged in age-appropriate zones. The play zones should include areas for 2-5 year olds and 6-12 year olds at a minimum.
2. The splash pad should feature a variety of spray and water ground level features such as a dumping bucket, arches, water curtain, bubblers, geysers, and other playful water features. Concept provided in Exhibit A. The aesthetic and theme of the splash pad should be closely aligned with the programmatic scope of a nature park and will be subject to Town's approval.
3. Above grade push buttons to activate the play components; at grade activators are not acceptable. Once activated, there should be a programmed sequence of water features that involve multiple elements.
4. Splash pad equipment should have the capability to allow for interchangeable aboveground components that can easily be moved from one location to another.
5. The splash pad components should be suitable for installation in a municipal aquatic facility and meet all state and local regulations. Compliance with ASTM-F2461-20a is required.
6. Splash pad components should be manufactured by a company that has at least seven (7) years of demonstrated experience in the design and engineering of splash pads.
7. Preferred materials include stainless steel for all hardware and anchoring systems, leadfree brass, heat-cured powder coating, and Lexan or seeflow polymer. Galvanized steel, aluminum, fiberglass or PVC should not be used for above or below grade products. Filtration system should include primary chemical filtration and secondary UV filtration. Water reservoir should be precast system sized to meet the project requirements.
8. An equipment building to house the necessary pumps, controllers, and any other equipment necessary to operate the splash pad. The equipment building should be in close proximity to the splash pad and complement the architecture of the existing buildings at Tom Cope Park.
9. At least one, preferably two, family-style restrooms that include at least one universal changing table. These optimally would be incorporated in the filter and equipment building.
10. Concrete pad or deck (non-slip concrete surface preferred), fencing or wall enclosures, seating areas, and sidewalks connecting to the existing parking area. Seating walls to serve dually as seating and wall enclosure are a desired option.
11. Utilities, landscaping, and lighting. Shade structures for some or all the seating areas.
12. Stormwater measures as needed. Wet ponds are not desired for this particular location; bioretention, bioswales, permeable concrete, and other innovative practices are preferred.

Design-Builder Responsibilities

The Design-Builder is responsible for all activities related to delivering the project, summarized below:

Site Inventory & Evaluation

1. Verify existing conditions to include all necessary survey, geotechnical and subsurface utility investigation, stormwater, and other environmental. Please note that this site is located on the Lake Benson Conservation District with impervious surface regulations.
2. Preliminary evaluation of designated site, material selection, building systems and equipment.
3. Confirm existing utilities and new utilities needed such as existing water line, existing water pressure, and new lines to accommodate flow to water features and drainage back to recirculating system.
4. Provide recommendations on constructability, time, labor, scheduling, and project cost.
5. Prepare written report summarizing findings and recommendations. Provide copies of all studies and reports to Town (1 hard copy, 1 digital copy).

Schematic / Preliminary Design

1. Prepare schematic designs for staff review (to include site, architectural, civil, structural, mechanical, plumbing, fire protection, electrical, lighting, landscaping, utility routing and connections, storm water measures).
2. Develop preliminary estimate of construction for the project, including all site work, materials, labore, profit, overhead, insurance, etc.
3. Coordinate and attend Owner / Design-Build team meetings to coordinate and resolve constructability, phasing, scheduling and value engineering as appropriate. Conduct regular meetings with design/build team members.
4. Attend and present schematic design at two board meetings if required.
5. Present schematic design plans to required departments / agencies for review. Design-build contractor will be responsible for all federal, state, county, and town permit applications and approvals.
6. Prepare Preliminary Design Report confirming the design criteria, program elements, alternative schemes, construction phasing, and cost model. Plans should be provided in CAD and PDF formats.
7. Prepare Design-Build Proposal with detailed contract sum, trade costs, schedule for substantial completion, and list of key suppliers and subcontractors.

Design Development

1. Resolve all review comments from the Schematic/Preliminary Design phase.
2. Further develop design to include demolition/clearing plans, grading and drainage, sedimentation, erosion control, elevations and sections, lighting and signage, and other plans and details as appropriate. For the filter building, confirm configuration, elevation elements such as exterior skin and color, foundation, structural systems, mechanical, electrical and plumbing (MEP) design, controls, etc. Plans should be provided in CAD and PDF formats.
3. Review and confirm or update the Design-Build proposal detailed costs and schedule prepared in the Schematic Design Phase.
4. Coordinate and attend Owner / Design-Build team meetings to coordinate and resolve constructability, phasing, scheduling and value engineering as appropriate. Conduct regular meetings with design/build team members.

Permitting, Review & Approvals

1. Review and present plans and specifications to the Town of Red Springs Code Enforcement Officer, Robeson County Inspections Department, and any other regulatory agency whose approval is required for the development of the project. Anticipate at least two rounds of review by regulatory agencies. (Note: Town of Red Springs provides water and sewer services to the town)
2. Submit plans and applications as required.
3. Coordinate the construction or relocation of utilities as necessary.
4. Provide responses and modify plans as required to address regulatory agencies comments and acquire the necessary approvals and permits,

Construction Documents

1. Resolve all review comments from prior design phases and prepare and finalize all construction drawings and specifications required to deliver the project.
2. Review, confirm and update the project budget and schedule and provide owner with a construction documents level cost estimate and project schedule.
3. Incorporate bid alternates to the project budget if needed.
4. Copies of the construction documents should be provided to the Town in CAD and PDF formats.
5. Coordinate and attend Owner / Design-Build team meetings to coordinate and resolve constructability, phasing, scheduling and value engineering as appropriate. Conduct regular meetings with design/build team members.

Construction Administration

1. Provide construction administration including weekly site observations and processing pay applications.
2. Interpret drawings and specifications, review and approve shop drawings, and prepare change orders and other construction change directives.

Construction

1. All site work including but not limited to clearing, grading, tree protection and erosion control, site utilities, concrete, building, MEP systems and controls, installation of splash pad play components, etc.
2. Manage reviews and inspections from regulatory and permitting agencies are required by federal, state, and local laws.

Post Construction

1. Prepare and provide Owner with as-built documents in print and/or PDF versions as required by the Town.
2. Manage project close out, establishment of warranties and guarantees.
3. Manage any additional reviews, inspections and approvals from regulatory and permitting agencies.
4. Testing and commissioning, including coordinating with manufacturers to provide at least two training sessions for Town staff to include seasonal opening/closing procedures and daily operating procedures.
5. Provide Operation / Maintenance manuals and all other documentation.

Project Budget

The Town has allocated up to \$500,000 for completion of this project, all-inclusive of design, construction, and all other costs and fees necessary to fully complete the project.

Proposal Format

Content Requirements

For Design-Build firms interested in this project, please submit a sealed proposal to this RFQ expressing your interest and qualifications organized in the following tabs (All items are to be thoroughly answered for the proposal to be considered complete):

1. Checklist: Use form provided on this RFQ (page 12).
2. Cover Letter: A cover letter that clearly states why you feel your firm/team would be best suited to provide Design-Build services.
3. Company General Profile: Provide general information about the Proposer firm, including the history of the firm, corporate structure (LLC, corporation, etc.), corporate officers, years in business, office locations, number of staff, types of services provided, and specialized areas of expertise. Indicate the office location from which services will be provided and contact information for the key executive assigned to the project. Include information regarding the Proposer's licenses to provide the required services in the State of North Carolina (business license, contractor's licenses, etc.). Confirm that the firm is authorized to do business in North Carolina.
4. Company Design-Build Experience / References: Provide previous experience and examples of at least two similar Design-Build projects completed by the office where the work will be performed. Preference should be given to projects in the state of North Carolina. Do not include projects in which members of the applicant firm worked on while employed by another firm. Include the following information for each project:
 - Name of the client, brief description of the project, and date of completion ▪ Final construction cost.
 - Current client contact person with a phone number for each project. Town reserves the right to contact these clients to obtain information about the project performance.
 - Other pertinent information that demonstrates the firm's expertise addressing specific challenges, innovative solutions, cost efficiencies, or other project successes as appropriate.
5. Proposed Team: Names and roles of key personnel assigned to the project, including the Project Executive or Lead, Project Manager. Explanation of the project team selection complying with N.C. General Statutes Section 143-128.1A(c)(8), which may consist of either (a) a list of licensed contractors, licensed subcontractors, and licensed design professionals that the Design-Builder proposes to use for the project; or (b) the Design-Builder strategy for selecting contractors and subcontractors based on the requirements of N.C. General Statutes Section 143, Article 8. A maximum one-page resume for each team member is allowed. Include projects each member has worked on within the past five years that are similar to this project.
6. Certification: Proposer must include a certification that the licensed professionals who are members of the Design-Build team, including subconsultants, were selected through the qualifications based method required under the Mini-Brooks Act (per NC GS143-1281A(e)).

7. Project Approach: Brief description of the Proposer’s approach to this project, including their approach to pre-construction services, cost modeling, cost controls, permitting and approvals, collaboration with design team, subcontractor market, inspections, and overall construction management of the project on behalf of the Town. Describe the firm’s knowledge of North Carolina laws and regulations applying to the Design-Build method and how they would address these in their project approach.

8. Insurance: Provide the amounts of professional liability and general liability insurance carried by the firm.

9. Financial Stability:

A letter addressed to the Town of Red Springs from an A- or better surety company licensed to do business in the State of North Carolina attesting to the firm’s bonding capacity to provide adequate performance and payment bonds for this project.

Annual dollar workload listed for the past two years:

FY24/25 # of projects _____ Total \$ amount _____

FY23/24 # of projects _____ Total \$ amount _____

10. Legal History: Provide information on the following:

Pending litigation: Cases in federal, state, or county jurisdiction where the firm or its officers are involved as a party in their official capacity.

Defaults: Projects where the firm or its officers have been considered in default, suspended or terminated for cause, explaining the situation and include the name, location of the project, and name and contact information for the Owner’s representative.

Debarments: List any debarments or suspensions by any federal, state or local government procurement agency.

Please note that as part of its review process, the Town may request that the Proposer submit additional financial information such as an annual tax form, audited financial statements, or other reasonable evidence of financial condition.

11. Exception to Terms & Conditions: The Town of Red Springs plans to use the EJCDC Design-Build Contract for this project, with additional terms and conditions as stated in this RFQ.

Proposer must notify the Town if any modification to this contract or the general conditions are requested. Requested modifications should be submitted in a separate page titled “Contract Modifications”. Please note that modification requests will be reviewed by the Town Attorney and will not affect the proposal evaluation.

Format

The submittal package is required to contain the required information with an emphasis on conciseness, clarity, and completeness.

- The package shall not exceed 35 pages (front and back counts as 2 pages).
- Please use minimum font size 12.
- Cover letter, Table of Contents, tabs, and one-page resumes are excluded from the page count total.
- Applicants must provide one (1) electronic copy in PDF format.

Due Date

Submittals should be e-mailed to Shanelle Harris, Town Manager, at townmanager@redsprings.org and received no later than **11:00 AM EST on April 4, 2025**.

Checklist for Complete RFQ Submittal

Project Name: Tom Cope Park Splash Pad Design-Build Services

It is the responsibility of the Design-Builder to clearly mark the outside of the RFQ submittal envelope with the Project Name, Town of Red Springs recipient, date and time of submission date, and it is also THE RESPONSIBILITY OF THE Design-Builder TO CHECK THE TOWN'S WEBSITE BEFORE SUBMITTING PROPOSAL FOR ADDENDA POSTED PRIOR TO PROPOSAL SUBMISSION DEADLINE.

ACKNOWLEDGEMENT OF ADDENDA

The Design-Builder acknowledges receipt of the following Addenda:

ITEMS REQUIRED WITH RFQ SUBMITTAL:

The following RFQ checklist describes items required for inclusion with the above-referenced qualifications package. It is provided for the convenience of the Design-Builders and, therefore, should not be assumed to be a complete list.

<u>Document</u>	<u>Include</u>
1. Checklist for Completed RFQ Submittal Form	<input type="checkbox"/>
2. Cover Letter	<input type="checkbox"/>
3. Lead company general profile	<input type="checkbox"/>
4. Lead company Design-Build experience and references	<input type="checkbox"/>
5. Proposed Team	<input type="checkbox"/>
6. Certification	<input type="checkbox"/>
7. 7. Project Approach	<input type="checkbox"/>
8. Insurance	<input type="checkbox"/>
9. Financial Stability	<input type="checkbox"/>
10. Legal History	<input type="checkbox"/>
11. Exceptions to Contract Documents (as detailed on page 11)	<input type="checkbox"/>

Terms and Conditions

Contract

The successful Design-Builder shall enter into a binding contract with the Town. Any modifications to the approved contract must be requested in writing and approved by both parties.

Special Provisions

1. **Access to Site:** Design-Builder shall have limited use of Project site for construction operations only on the area designated for the splash pad. Design-Builder shall not disturb portions of Project site beyond areas designated for the splash pad unless expressly authorized by the Town.
2. **Design-Builder Representative:** In order to provide for the orderly progression of the project and the consistent quality of work, it is important that the contiguity of the project field representative be maintained. In that regard, the Design-Builder shall designate and provide one construction superintendent for the project. This one individual shall be the Design-Builder's field representative for the entire duration of the project unless otherwise specifically approved by the Town.
3. **Site Maintenance:** This work is being accomplished nearby existing public facilities and dwellings. As such, the Design-Builder shall take all measures necessary to preserve the existing condition of access roads and internal park roads. Accordingly, the following restrictions and requirements shall be imposed on the Design-Builder.
 - a) No equipment, materials, or construction shall be permitted outside the project site.
 - b) The Design-Builder shall take all measures necessary to prohibit damage to existing access road and internal park roads.
4. **Dust Control:** The Design-Builder shall take all measures necessary to prevent dust from the construction operations from reaching adjacent properties.
5. **Contract time:** The Contract time for this project shall be 365 calendar days from the effective date of the Notice to Proceed.
6. **Liquidated Damages:** Liquidated damages for this project shall be \$500 per calendar day.
7. **Notice to Proceed:** The Design-Builder shall commence work within ten (10) business days after receiving notice.

Costs

Any cost incurred by respondents in preparing or submitting a RFQ for the project shall be the Proposer's sole responsibility.

Insurance Requirements

Submission of a proposal for this RFQ indicates that the selected Design-Builder will secure and maintain in force for the duration of the project insurance with a minimum A.M. Best "A" rated carrier. Liability insurance shall include all major divisions of coverage and be on a comprehensive basis. The Town of Red Springs will be named as an additional insured. Insurance requirements are detailed in the Supplementary Conditions of the Contract in Appendix 2.

Ownership of Proposals

Upon receipt by the Town, each RFQ becomes the property of the Town and is considered a public record except for material that qualifies as "Trade Secret" information under North Carolina General Statute 66-

152 et seq. RFQs will be reviewed by the Town's selection committee, as well as other Town staff and members of the general public who submit public record requests after a selection result has been announced to the public.

To properly designate material as a trade secret under these circumstances, each firm must take the following precautions: (a) any trade secrets submitted by the firm should be submitted in a separate file marked "Trade Secret – Confidential and Proprietary Information – Do Not Disclose Except for the Purpose of Evaluating this Qualification package," and (b) the same trade secret/confidentiality designation should be stamped on each page of the trade secret materials contained in the file. Any firm that designates its entire proposal as a trade secret will be disqualified from consideration.

Town Reserved Rights and Options

The Town reserves the right to modify any part of this RFQ by issuing one (1) or more addenda during the RFQ response period. The Town reserves the right to reject any or all responses to the RFQ, to advertise for new RFQ responses, or to accept any RFQ response, in whole or part, deemed to be in the best interest of the Town.

Appendix 1: General Concept



Splash pad general concept

Please note that any manufacturers' names, brand names, or specific products listed are descriptive, not restrictive.



White Deer Park Splashpad - NC
Version A - 4/9/23

Splashpad
View 1