



**REQUEST FOR QUALIFICATIONS**

**NEUSE RIVER AMPHITHEATER**

**RESTROOM FACILITIES**

**Issue Date: Monday, April 29, 2024**

**Submission Deadline: Friday, May 30, 2024 at 3:00 p.m.**

## Request for Qualifications (RFQ)

### Design-Build Services for Restrooms at Smithfield Neuse River Amphitheater

**Introduction:** The Town of Smithfield invites qualified firms to submit their qualifications for the design-build services for restrooms at the Smithfield Neuse River Amphitheater. The project aims to enhance the visitor experience and accommodate the growing demand for facilities at the amphitheater.

**Project Overview:** The Smithfield Neuse River Amphitheater is a popular venue for various events, including concerts, festivals, and community gatherings. However, the current restroom facilities are insufficient to meet the needs of the increasing number of attendees. The proposed project involves the design and construction of new restroom facilities that are modern, functional, and aesthetically pleasing.

**Scope of Work:** The selected firm will be responsible for providing comprehensive design-build services, including but not limited to:

1. Conducting a site assessment and analysis to determine the optimal location for the new restroom facilities.
2. Developing architectural and engineering designs that comply with relevant codes and standards.
3. Obtaining necessary permits and approvals from regulatory authorities.
4. Procuring high-quality materials and equipment for construction.
5. Managing the construction process, including scheduling, subcontractor coordination, and quality control.
6. Ensuring compliance with all safety regulations throughout the project duration.
7. Providing post-construction support and warranty services as required.

**Qualifications:** Firms interested in this project must demonstrate the following qualifications:

1. Experience: Proven experience in designing and constructing restroom facilities for outdoor venues or similar projects.
2. Expertise: Demonstrated expertise in architectural design, engineering, and construction management.
3. Resources: Sufficient human and technical resources to effectively execute the project within the specified timeline and budget.
4. Reputation: A track record of delivering high-quality projects on time and within budget, with a focus on client satisfaction.

5. Compliance: Familiarity with relevant building codes, regulations, and environmental standards.
6. Financial Stability: Financial stability and ability to provide performance and payment bonds as required.

**Submission Requirements:** Interested firms should submit their qualifications in electronic format no later than Friday May 30 at 3:00 p.m. The submission should include the following:

1. Company Profile: Overview of the firm's history, experience, and capabilities.
2. Project Experience: Description of relevant projects completed by the firm, including references.
3. Team Qualifications: Resumes of key personnel who will be involved in the project.
4. Approach: Description of the firm's approach to the design-build process for this project.
5. Financial Information: Statement of financial stability and ability to provide performance and payment bonds.

**Selection Process:** Submissions will be evaluated based on the firm's experience (30%), relevant past projects (15%), approach (25%), and proposed team (30%). Shortlisted firms may be invited to participate in interviews or presentations. The Town of Smithfield reserves the right to reject any or all submissions and to waive any informality or irregularity in the submission process.

**Deadline for Submissions:** Friday, May 30, 2024 at 3:00 p.m.

Submission may be made electronically to [gary.johnson@smithfield-nc.com](mailto:gary.johnson@smithfield-nc.com) or in person at Smithfield Parks and Recreation Department, 600 M. Durwood Stephenson Pkwy, Smithfield, NC 27577.

Please use: **Amphitheater Restrooms RFQ** in the subject line or envelope.

**Contact Information:** For inquiries and submission of qualifications, please contact:

Gary Johnson, Director  
Smithfield Parks and Recreation  
[gary.johnson@smithfield-nc.com](mailto:gary.johnson@smithfield-nc.com)  
(919) 934-2148