

Request for Qualifications for
Professional Consulting Services for
Planning, Design and Construction
Martin County Transit storage building
At the current Transit complex in Williamston, NC

The Martin Board of County Commissioners is seeking bids from interested and qualified firms to provide planning and oversight for renovation of an existing storage building. Martin County Transit complex is located at 314 Ray St. Williamston NC 27892. Funding for this project is through NCDOT IMD grant (project # 21-CT-028). Please be familiar with the NCDOT [glide lines guidelines](#) for this project.

Project Timeline

The Martin Board of County Commissioners has high priority on this request and has a total project construction deadline of May 15th 2021.

QUALIFICATIONS STATEMENT FORMAT

- 1) Firm history and statement of qualifications
- 2) Key principal and associate staff; identification of any associate firms involved and pertinent responsibilities; identification of the Project Manager. ~~Provide a project organization chart.~~
- 3) Description of the work plan, ~~proposed meetings, schedules,~~ and approach to scope of work and reporting. Include any additional analysis or service that may be pertinent to this type of project.
- 4) Other relevant information that demonstrates the team's qualifications for conducting this scope of work.
- 5) Provide information on the firm's financial stability and insurance coverage.

Scope of Work

- 1) Concrete drive and walkway to building (revamp grading)
- 2) Fence around building
- 3) Removal of trees and low hanging limbs
- 4) Roof demo & new reinstall
- 5) Electrical (new service & rewire entire building)

- 6) Plumbing
- 7) Demo doors & windows & new reinstall
- 8) Demo/clear out interior of building
- 9) Gutters and facial board
- 10) Painting

All bids must be submitted no later than 4:00 p.m. Wednesday January ~~29~~¹³th, 2020 to the office of the County Manager, 305 East Main Street, Martin County Governmental Center, Williamston, North Carolina 27892. All interested persons with questions or to view work site should contact Martin County Public Works Director Justin Harrison at 252-799-6552 or by email at jharrison@martincountyncgov.com.