The City of Concord requests statements of qualifications from professional planning, design and engineering firms/teams for Downtown Concord's Union Streetscape Project. (RFQ #2423)
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SECTION 1
GENERAL INFORMATION

I. Project Background
The completion of a new Union Streetscape was identified as a catalytic project for Downtown Concord in the City of Concord’s updated Downtown Master Plan adopted in August 2016. As part of the planning process three conceptual design options were developed with public input for the community’s consideration. (See Downtown Master Plan.)

Using the conceptual design options established in the Downtown Master Plan as a starting point a demonstration project was held at the end of May 2019 temporarily transforming a section of Union Street S near Gianni’s Trattoria and Cabarrus Creamery (16 and 21 Union Street S). The demonstration displayed the look and feel of the enhancements to sidewalk widths, outdoor dining and seating, street trees, on-street parking, and travel lane widths.
Union Street Demonstration Standing outside of Cabarrus Creamery looking northwest.

Additional photos of the Demonstration held on May 31st & June 1st.
Participants were invited to test drive the streetscape improvements on Union Street and provide feedback through a Public Input Survey. Over 500 people experienced the demonstration and responded to the survey.

The City of Concord received over 4,400 individual responses and 1,600 comments through the Public Input Survey. Many comments received aligned with the public engagement represented in the Downtown Master Plan.

The Downtown Master Plan and the Demonstration identified the following as reoccurring themes based on public feedback:

- More outdoor dining & entertainment options
- Trees/landscaping
- Inc. connectivity (bike + pedestrian)
- Public gathering/event space
- Parking perceptions (enough/not enough)
- More residential living & small-scale grocery
- Public art + amenities (water features)
- Better Accessibility (ADA)

Overall the participants like the historic character of downtown, existing events/festivals, old-fashioned small-town feel, walkability, friendliness, Cabarrus Arts Council, and available dining options. Some of these are also things people would like to improve, such as more dining options, more events, live music, public art, improved sidewalks and greenspace, better maintenance of building facades, and safer streets.

In July 2019 staff presented the Demonstration and Survey Results to City Council and in October 2019 City Council approve the most popular option with the widest possible sidewalks at 22 feet. See approved concept plan and section diagram on following page.
II. **Approve Conceptual Design**

Union Streetscape Approved Plan Comparison

Union Streetscape Approved Section Comparison
III. Scope of Work

The following is a general description of the work required. This is not intended to be all-inclusive.

This project is located on Union Street within Historic Downtown Concord, home to shops, restaurants, and businesses, City Hall, Cabarrus Arts Council, and the County Courthouse. The boundary for the project is on Union Street from Killarney Ave. to just south of Corban Ave. and includes Barbrick Ave.

- Union Street was last designed in 1989 and is being reexamined due to deterioration, change in parking options and new opportunities and investments happening in Downtown.
- In October 2019 City Council approved an option to remove the majority of on-street parking on Union Street in order to maximize sidewalk widths. (See Attachment for Approved Option Conceptual Design.)
- Outreach and public feedback have already been completed by the city as well as the initial conceptual design.
- Scope of work includes working with City staff through design development and final design phases to create a complete set of construction documents for bidding by the City.
- The anticipated combined City project budget for design and construction is approximately $5.95 M. This project will be led by a City staff team.

The Unions Streetscape Project will include a full streetscape redesign, including new sidewalks, tree planters, street lights, site furnishings, public art, curb line modifications, and ADA compliant cross walks. In addition, work will also include a complete engineering design for the road, water main, stormwater system, and electric system.

- **Streetscape:** Including new irrigation system for landscaping, plants & street trees. Twenty-four (24) new smart light poles including wi-fi, push blue, security cameras, power receptables, LCD screen banners, etc. Street trees to incorporate soil cell system for healthy root systems. New street furnishings provided by the city include benches, bike racks, trash/recycling receptacles and bollards as needed.
- **Transportation:** New road construction and road striping. Forty (40) parallel parking spaces will be removed on Union Street to allow for widest possible sidewalks at 22 ft. Travel lanes will be reduced to 11 ft. wide. Two drop-off zones will be provided, one on either side of Union Street between Cabarrus and Means Avenues. These drop-off zones will require curb bulbs and will take away some of the sidewalk width in these areas. Barbrick Avenue will be re-paved and stripped for reverse angle parking spaces and add three (3) accessible parallel spaces.
- **Water:** New water main line.
- **Sanitary Sewer:** Existing to remain, repair and relocate components as needed.
- **Stormwater:** New stormwater configuration due to curb line modifications.
- **Electrical:** New electrical supply line with connections to twenty-four (24) new smart light poles.
Questions concerning the scope of this project should be directed in writing to Kaylee Caton, Design Manager at the address below. Any amendments to the RFQ shall be made in writing and distributed as an addendum.

Kaylee Caton, Design Manager  
City of Concord  
Planning & Neighborhood Development  
35 Cabarrus Avenue West  
Concord, NC  28025  
Email: catonk@concordnc.gov

Firms should have no contact related to this project with elected officials or City of Concord Employees other than as directed herein, during the RFQ process. Any such contact will subject the firm to immediate disqualification for consideration for this project. At the option of the selection committee interviews may or may not be held with three or more of the applicants if it is determined to enhance the selection process.

IV. Project Approach

Any streetscape process should begin with the goal of comprehensively working to:

- Enhance mobility, accessibility and safety in downtown; prioritizing and engaging and attractive pedestrian experience.
- Reinforce downtown’s identity, unique sense of place and community stewardship.
- Strengthen commerce and economic vitality downtown.
- Demonstrate environmental practices, and sustainability.
- Create a street that is well planned, managed, adaptable and readily maintained.

The project must address street context and functional use – enhancing quality of place, reinforcing downtown’s identity, and improving access. Within the constrained downtown ROW's, improvements must respond to the needs of Union Street, both current and future, by including location sensitive solutions and Street Typology changes.

In order for a streetscape design process to be successful ongoing involvement by an Advisory Committee made up of members from various City departments, downtown stakeholders, and the general public is necessary. The consultant is expected to coordinate, consult and work closely with the committee throughout the project.
V. **Anticipated Schedule for Selection**

**RFQ Selection Process**

- **RFQ Released**: December 9th, 2019
- **Deadline to submit questions or clarifications in writing**: December 20th, 2019
- **RFQ Response Deadline**: January 10th, 2020
- **RFQ Review & Evaluation**: Start January 13th, 2020
- **Interviews**: Start January 27th, 2020
- **Anticipated Consultant Selection**: February 3rd, 2020
- **Scope of Work/Contract Negotiations**: February 3rd-14th, 2020

*The above schedule is subject to change at the City of Concord’s discretion.*

VI. **Qualification Statement Deadline**

The statement of qualifications shall be limited to 15 pages inclusive of the cover sheet. ONLY ELECTRONIC SUBMISSIONS WILL BE ACCEPTED. Submissions exceeding the 15-page limitation will not be considered. Submissions should be in .pdf format. **Electronic submission of the statement of qualifications are due no later than 2:00 p.m. on Friday January 10, 2019 at the email address below.** No statement of qualifications will be accepted after this time.

The City reserves the right to reject any and all statements of interest. It is anticipated that a firm will be selected and notified in February 2020.

The statement of qualifications should be sent to the following e-mail address as a .pdf file: **catonk@concordnc.gov.** An electronic receipt will be sent when your submission is downloaded to our server. Paper copies are not required. The subject line should contain the firm’s name and "RFQ Union Streetscape Project".
SECTION 2
RFQ SUBMITTAL REQUIREMENTS

I. Submittal Requirements

The selection of the firm will be based on the totality of the qualifications of the firm as presented in the detailed qualifications statement. The presence or absence of one or more of the items listed below, except for those items required by law, shall not be totally disqualifying but shall be taken into consideration as a portion of the totality reflecting positively or negatively on the qualifications of the firm. Qualification statements should clearly and concisely address the following:

- Firm name and location of office where work will be performed.
- Brief overview and history of the firm.
- Experience in designing publicly funded and/or governmental projects in North Carolina or comparable projects in other states.
- The project manager, key personnel, and any sub-consultants who will be involved with this project; their qualifications and experience as related to the scope of work detailed above as well as their anticipated assignments related to this project, including specific information on their experience with similar projects.
- Other work commitments of the specified key personnel during this project time frame and work capacity of the firm as a whole.
- Client references for related governmental, institutional (hospitals, universities, etc.) or similar private contracts, work done in the past five years, including name, address, telephone number and contact person most involved with the project.
- Historical data on projects completed over the past five years showing schedule performance and change order history, including original budget, pre-bid estimate, guaranteed maximum price, if applicable, and final cost.
- Documentation of any history of litigation associated with project performance and/or professional liability.
- Documentation of the firm’s financial standing and insurance coverage.

II. Selection Criteria

The considerations below will be utilized for selection of the firm. Selection will be made after thorough review conducted by a City selection committee. Actual interviews may be conducted after review of the responses by interested firms.

1. The firm’s recent experience, knowledge, and familiarity in the construction of similar projects and the firm’s demonstrated ability in construction incorporating the client’s design preferences.
2. The successful experience of the staff assigned to this project to perform the type of work required within the budget.

3. Adequate staff and/or consultant team in order to meet a time schedule established for the work including current workload.

4. Proposed design approach for the project.

5. Construction administration capabilities.

6. The firm’s ethical and professional standing and satisfactory performance on previous contracts including a positive client relationship, commitment to the project budget, no major legal or technical problems and sufficient supervision of the construction project.

7. The firm’s financial ability to undertake the work and assure the liability as well as adequacy of an accounting system to identify costs chargeable to the project.

8. Any other factors that may be applicable for this project.

It is an absolute requirement of the City that the project work force be drug free and that associated individuals, including subcontractors, working on the project be free of prior or pending felony convictions, the qualifications statement should include a commitment to this requirement and an indication of the plan of the firm to ensure compliance with this requirement.

The City of Concord panel will negotiate a contract with the top-rated firm following selection. If a contract cannot be successfully negotiated with the top-rated firm, the panel will proceed to the second rated firm. Firms that are not selected will be notified.

In order to offer architectural, engineering, and landscape architectural services in response to this solicitation, the proposing firm must be properly licensed to practice Architecture, Engineering, or Landscape Architecture in the State of North Carolina.

III. **Project Schedule**

Consultant involvement in design work will begin late winter/early spring 2020. Bid Set prepared by fall 2020, construction to begin first quarter 2021 and carry through early 2022.

This project is an approved capital improvement project at this time and it is anticipated that the project would go to bid immediately after design completion.
IV. **Contracting**

Any contract developed for this work shall be construed and enforced in accordance with the laws of the State of North Carolina. Any controversy or claim arising as a result of contracting shall be settled by an action initiated in the appropriate division of the General Court of Justice in Cabarrus County, North Carolina.

V. **Equal Employment Opportunity**

The local government of the City of Concord does not discriminate administering any of its programs and activities. The Consultant(s) awarded the contract for work will be required to assure that no person shall be denied employment or fair treatment, or in any way discriminated against on the basis of race, sex, religion, age, national origin, or disability.
UNION STREETSCAPE CONCEPTUAL DESIGN

22 FOOT SIDEWALK (APPROVED OPTION)

- From Killarney Ave to Corban Ave, reduce travel lanes to 11'-0" W & Parking Spaces to 8'-0" W. Widen sidewalks to maximum width, 22'-0".
- New Midblock Crossing added to Union St. N to increase connection to accessible spaces.
- Proposed Through-Right Turning Lane
- Widen Sidewalks between Cabarrus Ave and Corban Ave to widest possible width, 22'-0" W on each side. Include options for Outdoor Seating, Plantings, Planters, Public Artwork, and Outdoor Dining. Creating a Park-like Atmosphere on Union Street.
- Add Sharrow Markings on Union Street to indicate Shared Bike/Vehicle Travel Lane
- Add Loading/Unloading Zones with Access from Market & Church Street through Existing Alleys.
- Add 1-2 Dropoff Zones near 51 Union St S and the old Municipal Building
- Extend New Plaza Design Features onto Union Street to Create a visual "Shared Street". Include Bollards as required to separate Street from Plaza/Sidewalk.
- Add Reverse Angle Parking Spaces on Barbrick Ave. [Approx. 16 Spaces] Incorporate More Accessible Parking Spaces adding (3) Spaces on Barbrick Ave.
- Proposed Through-Right Turning Lane

From Killarney Ave to Corban Ave, reduce travel lanes to 11'-0" W & Parking Spaces to 8'-0" W. Widen sidewalks to maximum width, 22'-0".


New Midblock Crossing added to Union St. N to increase connection to accessible spaces.

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Add Reverse Angle Parking Spaces on Barbrick Ave. [Approx. 16 Spaces] Incorporate More Accessible Parking Spaces adding (3) Spaces on Barbrick Ave.

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