

RFQ Questions and Clarifications August 21, 2020

- Do you have a program beyond the list in the RFQ? How much sf do you anticipate? We will look to the design firm to plan and program the amount of sf needed to serve our current and future needs.
- How big of a fleet maintenance sf wise and number of vehicles? Same answer as 1. We currently have a total of 50 vehicles, so we need enough space for regular routine maintenance of these vehicles and other smaller motorized equipment to make sure they all stay in good working condition.
- Do you have a target budget? We do not yet have a target budget. We have the ability to pay cash or finance depending on estimated costs.
- Will the maintenance facility be used to store and repair motor vehicle and equipment indoors within the building? Yes. That is our intention.
- It is envisioned that garage lifts will be required for the vehicular bays? Yes. Though not necessarily all bays.
- Is there an anticipated building square foot area that has been determined for the combined facility, or will the project include a programming and planning phase to determine the building size and program of spaces? We will need a programming and planning phase. We need a firm that can help us determine based on our current and future operational needs.
- Is there a pre-determined project budget and/or construction budget for the project at this point, or will this also need to be determined during the programming and planning phase? This will also need to be determined during the programming and planning phase.
- Will the project include evaluating the reuse of the existing Brevard St. and Broome St. facility buildings, presuming that the functions in these buildings will be relocated to the new facility? No. We can make those determinations ourselves. Our initial intentions are to keep the buildings on the Public Services lot for storage for the adjacent property that will be a park. We intend to sell the buildings on Broome Street once this project is complete.
- Is there an estimate time frame for the bidding & construction? We would like to be breaking ground in summer 2021.
- Will this project be impacted by the Marvin Road Bridge replacement project, or the Millbridge TIA and Prescott TIA Phase 2 projects? No to the TIAs, and the bridge project has a let date of 12/21 but our Town Engineer has gotten word that that most like will be pushed back.
- Will this site be used for outdoor events or activities? (such as walking trial and connection to open space property to the South). No intention for outdoor events. We do have interest in making connections to our existing park properties.
- How much site storage will be needed, and will the property at 402 S. Brevard still be used? We intend to move all Public Service operations from the Brevard location. Those buildings would remain for future use for adjacent town owned land. We need planning and programming help from the design firm to determine our current and future storage and maintenance needs.

- Would the public need access to this building? Yes, for people doing town related business with Public Services and Parks & Rec.
- Is there a future plan to move the City Hall to this site? Any other city buildings you anticipate being located here in the future? Town Hall could be a future consideration. It currently is not our #1 choice at this location but we want to leave our options open. We want to leave our options open for additional town buildings.
- If so, do you have a Master Plan? If you don't have a Master Plan for the site would you be looking to include that in the Scope of Services? No master plan and are not looking for one to this point.
- Would the current building scope require a gas pump and/or gas storage for city vehicles? We have another facility for that.
- With regards this function: "Assist Planning, Code Enforcement and Building Inspections" – does this mean that these departments will also be located in this building? No, we anticipate Public Services and Parks and Rec staff. We also want to accommodate space for IT staff.
- What is the current scheduling of the B-5791 12 Mile Creek Bridge replacement project? How will the design and proposed construction schedule for this facility align with the bridge replacement project schedule? Current letting proposed 12/21 but I do expect that to be pushed back at least 6 months...my understanding is design has not progressed.
- Will any of the proposed improvements from the Waxhaw-Marvin Corridor Study be considered for implementation as part of the facility project scope? Yes
- Will the Town be providing any additional site base information beyond the survey shown in the RFQ or will that need to be provided by the consultant team? (i.e. topographic survey, wetlands, geotechnical information, TIA, etc.?) We have geo tech and wetlands complete. Topo survey is currently in progress.
- It looks like Union County is the current property owner. Is the Town leasing the property from Union County? The town purchased from the county in June. We own it now.
- Are there any plans for adding sidewalks along Waxhaw Marvin Rd or Kensington Dr? Yes, our intention would be to add sidewalk.
- Are there any jurisdictional streams on the site? We completed an army corp study. There is a small amount from the north central to the east side of the property.
- Please confirm hard copies are required. Many clients have gone all electronic to limit COVID exposure. Yes, we would still like hard copy along with the digital.
- Please confirm that hard copies of the submittal are required. We've seen other municipalities waive the hard copy requirement due to Covid. We are still requiring hard copy.

- Has a project budget been established? **Not yet. We will need the design firm to help us with the planning and programming for the building. We have the ability to pay cash or borrow.**
- What is the anticipated square footage? **TBD based on design firm recommendations.**
- Will there be a requirement for covered fleet storage? **Yes, our initial desire is for our fleet to be protected from the elements.**
- How many bays are anticipated in the maintenance facility? **We have a fleet of 50 vehicles, so enough bays to keep up regular maintenance.**
- Will the maintenance facility garage bays be heated / cooled? **Ideally, yes.**
- Will conference rooms / break rooms and other amenity spaces be shared between the two departments? **Yes, we can envision an office area in the front with the storage and maintenance functions in the back.**
- Will existing furniture be used or will a furniture package be required? **We would look for new furniture.**
- What types of supplies will be stored on site (i.e. mulch, gravel, salt, etc.) **We have another site for mulch, etc.**
- Are there any specialty provision or equipment anticipated for the maintenance bays? (i.e. overhead cranes, vehicle lifts, pits, etc.) **Lifts.**
- Does the Town anticipate interviews will be held in-person or virtually? **TBD, most likely virtual.**
- Is this project intended to replace the Town's existing operations facility on Brevard Street? Or will the Brevard Street site remain in operation? **The project would replace our operations on Brevard.**
- Is it anticipated that the selected team will assist with a site plan to consider preliminary uses for the balance of the project site and the potential relationship between the operations building, Nesbit Park, Twelve Mile Creek Greenway, and Kensington Elementary? **Yes.**
- Does the town anticipate the consultant being involved with public involvement meetings to inform the design or uses of the project site? **No.**
- Will or has the Town contracted with a surveyor to provide a topographic survey? **Topo survey is currently in process**