

Agency: Union County Carnegie Library
Agency Project Manager: Rieta Drinkwine, Library Director
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Project Title: Union County Carnegie Library

Project Location: 300 E. South Street, Union, SC 29379

Project Budget: \$1,500,000.00 - 1,700,000.00

History and Site: The Union County Carnegie Library is the first Carnegie Library in South Carolina and was originally constructed in 1905. It is part of the South Street Historic District and is recognized by the National Register of Historic Places. The original historic structure was approximately 2,500 SF, and it was expanded to its current size of nearly 8,000 SF in 1986. There have been no other major facility projects completed since 1986. The Union Library facility and its parking lot are located on two lots of land, and the library owns two additional adjoining, vacant lots, which are appropriately zoned.

Description of Project: The Design-Builder will be responsible for the architecture, engineering, interior design and decorating, and landscaping for the renovated facility. The Union County Carnegie Library is allocating funds to complete restoration, renovation, and expansion work to the main and lower levels of the library, as well as necessary site work and landscaping. The Library also intends to use state and federal Historic Tax Credits as a funding source for this project and will be working with tax credit consultants to manage that process. Renovations to the existing building must be designed in accordance with Secretary of the Interior Standards for Rehabilitation as a result. The Library intends to continue to operate during the renovation process. This project will modernize and expand resources for residents and restore the historic beauty of the facility, address ADA compliance and provide space for needed services, such as tutoring and adult education workshops. The Union Library has identified four priorities for this project – ensuring facility is accessible to all of Union County’s residents, improving energy efficiency for the facility to reduce operating expenses, provide better utilization and work flow, and restoring the original historic structure.

This request does not commit the Union County Carnegie Library to award a contract, to pay any cost incurred in the preparation of the proposal, or to procure or contract for goods or services. No proposals will be accepted after the closing date specified. The Union County Carnegie Library reserves the right to reject any or all proposals and to waive any informalities and technicalities in the selection process.

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Scope of Work to be completed:

- **Restoration (following historic preservation guidelines)**
 - Clean and repair dome and ceiling
 - Remove carpet and restore (or replace if necessary) hardwood floors
 - Remove dropped acoustic tile ceilings and restore plaster ceilings
 - Re-wire and cable the original Carnegie portion of the library for improved internet access
 - Create event and exhibit space
 - Remove accordion doors
 - Add frameless glass doorway
- **Renovation and Expansion**
 - Bring facility up to current ADA standards
 - Upgrade emergency system and facility to meet current ADA standards
 - Improve wiring and cabling in facility and add more wireless access points
 - Fixtures and finishes should be durable (able to withstand many years of public use), while still adhering to the aesthetics of the renovated facility
 - All fixtures must be approved by the Project Manager prior to installation
 - Improve energy efficiency for the entire facility
 - This will include but is not limited to energy efficient fixtures, such as lighting and bathrooms, and improving insulation
 - Modify HVAC system, including refurbishing and expanding system to meet renovated facility needs
 - Provide an early learning resource center designed for children ages birth – 4 years old with space for nursing mothers
 - Provide a family restroom
 - Provide 3 study rooms
 - Provide necessary storage closets or storage space
 - Provide staff workspace to meet staffing requirements:
 - 4 individual offices
 - 5 small hoteling offices
 - Staff work room to accommodate at least 3 work spaces
 - Provide children's and teen spaces, including partitions
 - Renovate or provide necessary bathrooms that are ADA compliant for all usable levels
 - Renovate kitchen
 - Enhance landscaping to provide more educational opportunities and allow for outdoor programs
 - Modify and refinish parking lot to meet current code and ADA accessibility requirements
 - Provide brick walkway in front of original historic entrance
 - Provide a separate, secure entrance for lower level
 - Provide elevator or ADA compliant alternative for access between upper and lower levels
 - Provide a conference room
 - Provide a meeting room with at least a 100 seat capacity with kitchenette and moveable divider wall for workshops and training

Process and Schedule Target Dates:

- March 28: Request for Design-Builder Proposals
- April 17: Mandatory pre-bid meeting
- May 5: Design-Builder Proposals due by 5 pm
- May 15-19: Interview top three Selected Design Builder firms
- May 26: Select Design Builder
- September 2017 – August 2018: Preferred Construction Period

Information Requested:

Please address the following in your proposal:

- Completed AIA Document A305™ – 1986 “Contractor’s Qualification Statement”
- Recent experience of your firm and of key design partners with similar clients and projects. List the client, location, year completed, cost, and scope of services provided. Please include contact information for the owner’s representative for each listed project.
- Relevant experience of key personnel expected to be assigned to the project. (In addition to standard key personnel such as the architect and contractor, the key personnel should also include an architect or consultant specializing in historic restoration and a landscape architect.)
- Proposals are to be self-explanatory and in a manner designed to provide Union County Carnegie Library with a straight forward presentation. Elaborate brochures and other promotional materials are not desirable. The proposal shall address and explain in detail the firm's response to each requirement of the RFP. Please submit one hard copy and one digital copy of your proposal. If no digital copy is available, submit (6) hard copies.
- A short narrative as to how your firm would approach and carry out this project
- Budget estimate for the Scope of Work
- A statement of any exceptions taken to the Scope of Work.

CRITERIA FOR SELECTION (Areas of consideration will be):

Evaluation: All proposals received from firms will be reviewed and evaluated by Union County Carnegie Library Selection Committee who will recommend to Union County Carnegie Library Board of Trustees for final selection up to three proposals that most clearly represent the requirements of the RFP.

Evaluation Considerations:

- Understanding the requirements of the Library
- Ability to work with the Union County Library representatives
- Qualifications of the firm
- Qualifications of the team
- Ability to meet schedule and budget estimate

The Union County Carnegie Library may make such investigations as deemed necessary to determine the ability of the firm to perform the work. The firm shall furnish all such information for this purpose as the Union County Carnegie Library may request. Award will be made to the firm determined to be most responsive and responsible regarding the needs of the project and the Union County Carnegie Library. The determination of the Union County Carnegie Library regarding responsiveness and responsibility of a firm shall be conclusive and final.

All Written Communications should be via email to the Project Manager.

Licenses:

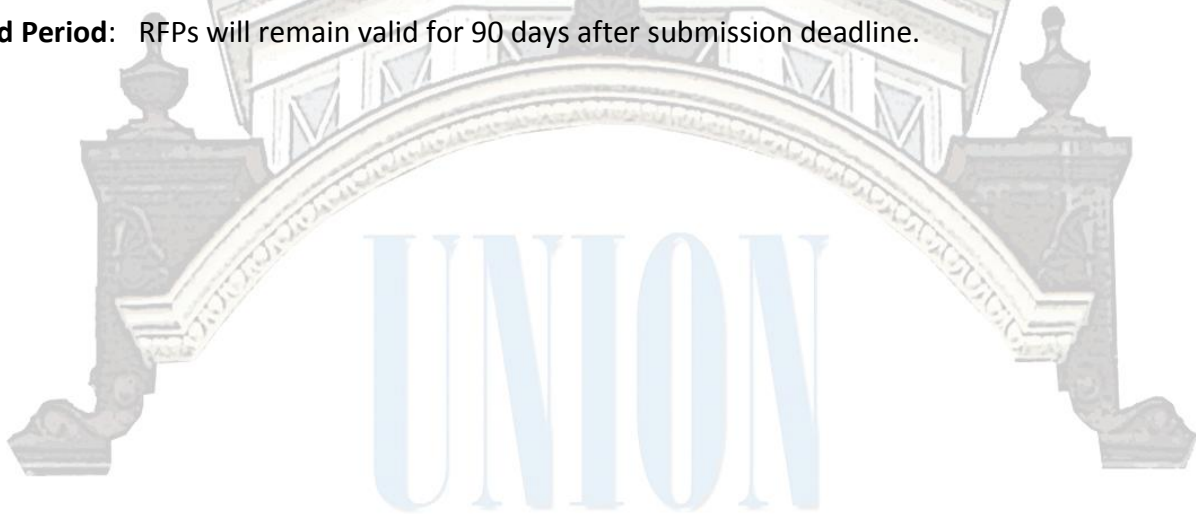
Each responder must be qualified and licensed to perform building, site design and construction activities in Union, South Carolina, and be eligible for any required bonding. Contractor will have to provide payment and performance bonds for the full amount of the contract, as well as a certificate of insurance.

Pre-bid Meeting:

A mandatory pre-bid meeting will be held at the Union County Carnegie Library (300 E. South St., Union, SC) at 2:00 PM on April 17, 2017. A site tour will immediately follow the pre-bid meeting. No RFPs will be accepted from firms that do not attend this meeting.

Owner's Rights Reserved: Union County Carnegie Library, the Owner, reserves the right to reject any or all proposals and to waive any formality or technicality in any proposal in the interest of the Owner.

RFP Valid Period: RFPs will remain valid for 90 days after submission deadline.



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