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*REQUEST FOR  
QUALIFICATIONS FOR  
PROFESSIONAL  
ARCHITECTURAL SERVICES  
FOR NEW FIRE STATION*

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Submittals Due Date: 2:00 PM May 14, 2024

Contact: Brian Bennett, Chief,  
Granite Falls Fire Department  
PO Drawer 10  
Granite Falls, NC 28630  
[bennett@granitefallsnc.com](mailto:bennett@granitefallsnc.com)  
Phone: (828)396-3131

## **PURPOSE**

The Town of Granite Falls, North Carolina is seeking proposals from qualified firms to provide complete architectural services for the design of a new fire station. The Town is interested in finding a firm that will develop the design in a manner that reflects the surrounding streetscapes as well as meets our current and future needs.

Firms shall direct any questions and inquiries concerning this request to Brian Bennett, Chief, Granite Falls Fire Department, by email [bennett@granitefallsnc.com](mailto:bennett@granitefallsnc.com) or phone (828)396-3131. The deadline for submitting sealed proposals is Tuesday, May 14, 2024 @ 2:00 PM.

## **PROJECT OVERVIEW**

The Town owns three adjoining parcels of land that are approximately 5 acres total where the new fire station will be built. The anticipated building size is approximately 23,000 sq ft. and is capable of housing 10 shift employees. The facility must be ADA compliant. Our estimated budget will be \$11.5 million.

This facility shall have a brick exterior and standing seam metal roof that will fit in with the surrounding area.

The facility will house the Granite Falls Fire Department, which currently is a combination department consisting of paid and volunteer personnel. This facility will need to be designed and constructed to meet the future needs of the department.

The following shall be incorporated as a minimum in the new facility:

- Six drive thru bays with minimum dimensions of width 18' x length 100' each should be equipped with trench drains including an oil/sand separator.
- Bay doors will be bi-fold on the front of the building with glass sectional doors on the rear.
- The bay shall be designed with a vehicle exhaust removal system.
- 14' x 14' workshop that is accessible from the main bay area.
- Ventilated turn-out gear storage room to accommodate 30 gear lockers and have a floor drain.
- The decontamination room shall be accessible from the main bay area to contain a shower, commercial turn-out gear washing machine, turn-out gear dryer, and eye wash station.
- Mezzanine above storage rooms accessible by stairs and provides housing for building mechanicals to provide easy access for the building systems.
- Living areas of the station should be buffered from bay and equipment areas to limit exposure to carcinogens and other biohazards.

- The kitchen/dining area should be a commercial kitchen to include refrigerators and storage for four separate shifts.
- Access to an exterior patio with grill area.
- Residential laundry area within the living area of the facility includes a washer/dryer and mop sink.
- The training room shall accommodate 50 people and a conference room to accommodate 12 people. The training room must be able to be isolated from the rest of the building for other town and public use.
- Exercise room with windows surrounding the room for employee safety. The exercise room should have double doors for moving equipment with ease. The exercise room should be 16' x 16' minimum.
- At least 5 administrative offices with closet space.
- The building shall include a day room with a minimum size of 24' x 24', preferably accessible from the kitchen area.
- Training props incorporated within the building.
- The building will have a fire alarm and sprinkler system.
- The building shall have a diesel generator for back-up power with a transfer switch and fuel cell.
- The building shall be equipped for high-speed internet service and full wi-fi capability.
- The building shall have an IT room.
- The building shall include an SCBA cascade area.
- The building shall have a minimum of 25 parking spaces and adequate handicap spaces.
- Drive lanes shall be adequate for moving fire apparatus with ease around the building.
- Site utilities shall include stormwater management, water service, gas (natural or propane), underground electricity, and internet service.
- The facility should have a lobby area for the public to gain access for reports and inquiries with restrooms.
- The building shall have storage areas for EMS equipment, cleaning supplies, and drinking water storage.
- The building shall have a minimum of a 10' x 10' hose storage area.
- The building shall accommodate 10 employees sleeping quarters with lockers and bathrooms/showers.

## **OBJECTIVES**

The Town of Granite Falls, North Carolina proposes to retain a highly qualified firm to plan and design the project for a fixed cost. The Firm must have a commitment to designing a facility that functionally meets expected growth in the area while adhering to local architecture and history. Therefore, the successful Firm shall be familiar with local design themes and development processes. The Town of Granite Falls is the owner, and all financial and contract decisions will be made by the Town.

## **SUBMITTAL REQUIREMENTS**

- The qualifications of the project team, the firm's history, individual resumes, and current and completed projects over the last 5 years.
- A list of similar projects current and completed by the firm within the last 5 years which are relevant to the scope, size, and complexity of the project as described above.
- Provide examples of the experience of key members of the proposed team on the projects listed regarding demonstrated success with similar projects for local and state governments and educational institutions, preferably within North Carolina.

Provide an organizational chart and resumes which will address the following:

- Name the Principal in Charge, Project Manager, and other individuals to be assigned to the project, number of years of professional experience, and educational background inclusive of professional certifications.
- List the following consultants that your firm plans on partnering with on this project such as Civil, Structural, Plumbing, Mechanical, and Electrical.
- List of client references for related projects with contact name, telephone number and email address.

**Statement of Qualifications will be due no later than May 14th at 2:00 pm. Please mail three (3) copies of the statement to:**

**Town of Granite Falls  
ATTN: Fire Chief Brian Bennett  
PO Drawer 10  
Granite Falls, NC 28630**

## **EVALUATION CRITERIA**

Applicants will be evaluated on their ability to demonstrate:

- a. Firm's understanding of the project objectives
- b. Firm's recommended approach to the project
- c. Qualifications of principal(s) to perform the work in a timely and professional manner
- d. Firm's knowledge and demonstrated experience specifically with local government design, construction, and operations planning
- e. Firm's history with designing fire departments
- f. Firm's ability to provide turnkey, comprehensive solutions
- g. Overall cost of the firm: Architect fees will be a flat rate, not a percentage rate.

## **SELECTION PROCESS**

Town of Granite Falls staff will evaluate each submitted RFQ and may select Firm(s) to interview. Upon selection, a recommendation will be made to the Town Council.

The Town of Granite Falls reserves the right to reject any and all proposals received as well as waive any irregularities as they see fit.