

**REQUEST FOR QUALIFICATIONS (RFQ)**  
**General Contracting Services for Construction of New Police Station**  
Town of Estill

**Date Issued:** February 12, 2025

**RFQ Number:** 2025EstillConstuction

**Response Deadline:** February 26, 2025, no later than 4:00p.m.

**Submit Responses to:** Chauncey Solomon

## **1. INTRODUCTION**

The Town of Estill (hereinafter referred to as "the Town") invites qualified general contractors to submit a Statement of Qualifications (SOQ) for consideration to provide general contracting services for the construction of a new police station. The Town is seeking a highly qualified contractor with experience in building government buildings, or similar projects, to oversee and manage the construction process from start to finish.

## **2. PROJECT DESCRIPTION**

The Town of Estill is planning to construct a new police station located in the Town of Estill. The facility will serve as the primary operational center for the Estill Police Department and other public operations and will include the following key components:

- Administrative offices
- Interview and interrogation rooms
- Evidence storage and processing areas
- Holding cells and detention spaces
- Locker rooms and showers
- Break rooms and common areas
- Site development, including parking and exterior spaces
- Landscaping and security features (fencing, lighting, etc.)

The total square footage for the building is estimated to be approximately 5,000 square footage. The general contractor will be responsible for all aspects of the construction, including demolition (if applicable), site preparation, material procurement, labor, and managing sub-contractors.

## **3. SCOPE OF WORK**

The general contractor will be expected to provide services including, but not limited to:

- Coordinating with the design team (architects and engineers) and the Town of Estill to review and understand the design and construction plans.
- Managing and overseeing all construction activities on-site.
- Coordinating and managing subcontractors, ensuring all work is completed according to schedule, budget, and quality standards.

- Procuring necessary materials, equipment, and services.
- Ensuring compliance with all applicable local, state, and federal building codes, regulations, and ordinances.
- Providing regular updates on the project's progress and addressing any issues that arise during construction.
- Assuring safety protocols and a safe work environment are always maintained.
- Delivering the completed government buildings in a timely manner and within budget.

#### **4. MINIMUM QUALIFICATIONS**

To be considered for this project, the contractor must meet the following minimum qualifications:

- Must be a licensed general contractor in the state of South Carolina with a proven track record of successfully completing governmental projects
- Must have at least 5 years of experience in managing similar construction projects.
- Must be able to demonstrate financial stability and provide appropriate bonding and insurance coverage.
- Must have a well-established record of meeting construction schedules and budget requirements.
- Must have experience working with municipalities and/or government entities.
- Must provide at least three (3) references from prior clients, especially those for public building projects.

#### **5. SUBMISSION REQUIREMENTS**

The Statement of Qualifications (SOQ) must include the following information:

- 1. Company Overview:**
  - o Legal name, address, and contact information.
  - o Description of the company's history and background, including any specialization in public safety buildings.
- 2. Relevant Experience:**
  - o A list of similar projects completed in the past five (5) years, public buildings or similar facilities. Include project scope, cost, timeline, and role of the contractor.
  - o Include client contact information for at least three (3) references from similar projects.
- 3. Project Team:**
  - o An organizational chart for the project team, highlighting key personnel (Project Manager, Site Superintendent, etc.) and their relevant experience on similar projects.
- 4. Project Approach:**
  - o A general description of the contractor's approach to managing a project of this size and scope, including strategies for maintaining schedule, quality control, and cost management.
- 5. Licensing and Insurance:**

- o Copy of contractor's general contractor's license.
  - o Proof of insurance and bonding capacity.
6. **Safety Record:**
- o A summary of the contractor's safety record, including any safety certifications, accident rates, or other relevant information.

## 6. SELECTION PROCESS

The Town of Estill will evaluate all submitted Statements of Qualifications based on the following criteria:

- Relevant experience and qualifications of the contractor. (25) points
- Past performance on similar projects, particularly police station or government buildings. (20) points
- Qualifications and experience of the proposed project team. (15) points
- Ability to meet the Town's schedule and budget requirements. (15) points
- Safety record and adherence to industry standards. (10) points
- References from previous clients. (15) points

The Town reserves the right to invite selected contractors to submit formal proposals based on their qualifications. The Town may also schedule interviews with the top candidates to further assess qualifications and project approach.

## 7. SUBMISSION INSTRUCTIONS

Please submit your Statement of Qualifications in (5) copies (1) electronically to the following address by February\_\_\_\_, 2025 at 4:00p.m.,323 Martin Luther King Jr. Blvd. S or **c.solomon@townofestill.sc.gov** for Submission.

All submissions must be received by the deadline specified. Late submissions will not be considered. For any questions or additional information, please contact Chaucey Solomon at 803-942-4437.

## 8. ADDITIONAL TERMS AND CONDITIONS

- The Town reserves the right to reject any or all submissions, negotiate terms, and award the contract in the best interest of the Town.
- The contractor must comply with all local, state, and federal regulations.
- All submitted materials become the property of the Town of Estill.

We thank you for your interest in this important project.